

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL
HELD ON WEDNESDAY 8TH AUGUST 2018 AT OXENHOPE METHODIST
CHURCH, COMMENCING AT 7.30 PM**

Present: Cllr Ken Eastwood (Chair)
Cllr David Ashcroft
Cllr Karen Faulkner
Cllr Joyce Harrop
Cllr Derrick Hopkinson
Cllr Peter McManus

In attendance: Worth Valley Councillor Russell Brown
Miran Rehman
Rev. Cat Thatcher
5 members of the public

128/18 Apologies for absence and Approval of Reasons for Absence

Apologies for absence have been received from Cllrs Goulding and Maw.
The reasons for absence were approved.

129/18 Disclosures of Interest

Cllr Hopkinson declared an interest in the allotment item.

130/18 Applications for a Dispensation

None.

131/18 Minutes of Meetings (previously circulated to Members)

- a) The minutes of the Parish Council's monthly meeting held on 11th July 2018 were approved as a true and correct record.
- b) There were no matters arising from the minutes.
- c) In relation to the August Outstanding Issues Report it was resolved:

Cllr Ashcroft said that after the summer holidays, he would follow up with school about representation on the school Governing Body and would also provide information about safeguarding training.
The Clerk was asked to fill in the information needed to complete the Emergency Plan.

132/18 Public Question Time

There were no public questions.

133/18 Guest Speakers

- a) **Police**

Apologies have been received from the Worth Valley Neighbourhood Policing Team. The Clerk read out a report from the Team, which stated that there had been six offences in Oxenhope in July. These were:

1 theft other – removal of stone wall slabs in Best Lane
2 thefts from shop – both from the Co-op. One on 15th July and one on 18th July

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- 1 attempted burglary at a house in Marsh
- 1 theft of a motor vehicle from Station Road
- 1 theft from a motor vehicle in Marsh

Cllr McManus reported that in the last week four men wearing balaclavas had been seen in the area. The importance of reporting anything suspicious to the Police was again emphasised.

b) **Worth Valley Ward Councillors**

Apologies have been received from from Cllrs Herd and Poulsen.

Cllr Brown reported on the Street Surgery on the 23rd July. He stated that formal surgeries had not worked, and the informal street surgeries seemed to work better.

He said that Cllr Herd was concerned about rural crime, including theft from farms. Cllr Herd was looking at working with the Police to get more resources to rural areas. He stated that a couple of farms have had livestock stolen and they will be looking into this issue at the next ward partnership meeting.

Cllr Brown stated that he would be Chair of Keighley Area Committee for the next six months and is intending to invite Parish Councillors to these meetings. He is working on how best to do this and will probably ask if a Councillor would like to be nominated as a representative from the Parish Council. The Area Committee will probably only take written questions.

Cllr Ashcroft asked if it would be better to set a theme or area of service for the Area Committee meeting. He was concerned that otherwise the meeting would be too wide ranging. Cllr Brown agreed, stating that if Oxenhope was on the agenda and then the meeting would be more relevant for Oxenhope Parish Councillors. As he is only chair for six months, he was not sure how this would work in the longer term.

Finally he stated that the large Oxenhope sign will need to come down. It was agreed this would be done once Cllr Goulding is back. Cllr Eastwood said the bunting and other signs would be taken down at the beginning of September.

c) **Rev. Cat Thatcher**

Rev. Thatcher said there had been a successful service for school leavers. She stated that there would be a Harvest Festival at 10 o'clock on Sunday 9th September, followed later on that day by a Harvest Ceilidh from 3 o'clock to 6 o'clock in the Community Centre.

**134/80 Planning
Resolved:**

- a) **18/02618/HOU** Demolition of lean-to. Construction of two storey extension to the side with balcony at 2 - 3 Dol, Denholme Road, Oxenhope BD22 9SL

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There was a general view that the plans were an improvement to the building, however there was concern about the inclusion of a balcony. Cllr Ashcroft said that previously the Parish Council has objected to balconies on properties, as the Village Design Statement states these are not appropriate in the conservation areas. The Parish Council objects to this planning application as the inclusion of a balcony goes against approved policies and previous decisions.

- b) **18/03302/CLP** Construction of Porch and removal of window and door to rear elevation form a larger opening at 3 Back Leeming Oxenhope BD22 9NL
- c) **18/00301/CLP** Construction of a Porch at 1 Back Leeming Oxenhope BD22 9NL

These two planning applications were considered together. Cllr McManus stated the window at the rear would improve the light in the house. It was felt these planning applications were an improvement on the previous design. The Parish Council supports both planning applications.

- d) **18/03279/OUT** Outline permission for residential development of land for two semi detached dwellings with garages, parking and garden areas requesting consideration of access and scale at Brent Villa, Upper Town, Oxenhope BD22 9LL

Cllr McManus stated that he felt the properties were rather squeezed but they were providing additional development and there were no issues of concern. The Parish Council supports this planning application.

- e) **18/03311/HOU** Ground floor extension at West View Upper Town Oxenhope BD22 9LN

It was felt this was a sympathetic design. The Parish Council supports this planning application.

135/18 Safety Inspection Report for the Allotments and Marsh Common

The reports for the Allotments and Marsh Common were noted.

Cllr Harrop reported that the new allotment holder was struggling with their allotment. She will be in touch with them next month to see if they wish to continue or to give up the allotment. If they give up the allotment, they will be refunded part of their rent.

She also reported that Cllr Goulding had been in touch to say he will be removing the tree and fence at the back on one allotment next week.

Cllr Hopkinson reported that there are new weeds on Marsh Common, including ragwort. The path is narrow but passable.

136/18 Correspondence

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Resolved:

- a) Report from Pest Control Company. Noted.
- b) Email exchange about allotment holder moving from Oxenhope

Cllr Hopkinson stepped down and joined the meeting during this item.

Cllr Harrop starting by explaining that a previous applicant for an allotment had been refused as they did not live in the village. She wanted to make sure that there was consistent decision making.

The Clerk then read out an email that had been received from Mr. and Mrs Crowther, Mrs Ibbetson, Mrs Hopkinson and Mr. and Mrs Skwarek, who are all allotment holders. This stated:

We have noticed that there is an item on this week's agenda regarding a tenant who has recently left the village and moved to Bingley.

We the undersigned would like to register our support for this tenant and would ask you to consider the following points before making a decision on whether they can remain on the plot for the duration of their tenancy.

They moved from their current address somewhat unexpectedly and earlier than anticipated and notified the Allotment Officer immediately of their predicament.

The plot is extremely well maintained and fully cultivated with produce, some of which will not be yet ready to harvest for some time.

The allotment Officer is requesting a decision on their right to remain with their tenancy for the rest of the year.

We believe there are extenuating circumstances to support their request to remain in that they will be staying 2 or 3 days a week in the village for child care and that they will fully maintain their plot for the remaining tenancy.

A precedent has already been set by the former Allotment Officer in relation to 2 plots when the new tenants were advised they could take over the plots at the year end when all produce, greenhouse, fruit trees and other personal items had been removed. One of the former tenants had also left the village.

It should be borne in mind that a lot of hard work and considerable expense has been incurred on this plot.

We would hope a common sense and understanding approach should be taken in such circumstances.

Signed.....

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There was a brief discussion, where it was agreed there was a difference between new and existing tenants. It was agreed that the allotment holder could keep their allotment until the end of the year.

- c) The email reporting fly tipping on Blackmoor Lane was noted. Cllr Ashcroft also reported there had been fly tipping at the lay-by on Hebden Bridge Road. This had been reported to Bradford Council and cleared within the day. The Clerk was asked to get in touch with Bradford Council to thank the department for their speedy response. Cllr Eastwood agreed to provide copies of the photographs of the fly tipping to Miran Rehman.

137/18 Rose Garden

The draft minutes of the Friends of the Rose Garden Committee meeting held on 18th July 2018 were noted.

Cllr Eastwood gave an update on the work carried out on Sunday 5th August. 10 volunteers had worked digging manure into the Rose Garden. He thanked the volunteers for their efforts and also Cllr Goulding for the manure. The next meeting will be at Haworth Park on 29th August at 7.30 p.m. at the entrance to Haworth Park.

Cllr Faulkner reported that she had had a very positive response from garden centres she has been in touch with.

138/18 Neighbourhood Development Plan (NDP) update

Cllr McManus explained that the NDP was out for its first informal comments on the informal draft. This consultation is not a legal requirement, but he wanted to make sure that as many people as possible were able to see the informal draft and to comment on it.

Cllr McManus said he had attended two events (the Manorlands Garden Party and the Oxenhope Village Fete) and talked to 20 people at each event, all of whom had registered as stakeholders for the NDP. There will also be a double page spread in the next Outreach magazine and copies of the First Draft for informal Consultation and summaries of the Housing and Travel Surveys will be available in the Pharmacy.

The next stage will be the formal first draft and formal consultation.

A number of comments received about the picture on the front. Cllr McManus stated he was not yet sure which picture to use. It was suggested having a competition in the village to provide a photograph for the front of the NDP. This would also help with the engagement process.

Cllr McManus had looked at previous documents. The village plan from 1975 had a black and white photograph, while later plans has used a collage of pictures.

Cllr Ashcroft said a competition had been successful in the past, and the school had been involved. Cllr Eastwood stated there was a need to get

photos that reflect Oxenhope's distinctiveness. This could be included in the wording in the competition brief.

Cllr Ashcroft suggested that the reward for the competition was being on front of the NDP with attribution. He also suggested using some of the photos in the plan. He suggested having a specific competition for children. A previous plan had included statements from children about what they valued in the village.

The general view was that being named in the NDP might be a sufficient prize.

Cllr Harrop suggested promoting the photo competition on the village notice board and in the Pharmacy, as well as online.

Cllrs Eastwood and McManus were authorised to start the photo competition, making sure that the NDP project team were involved.

139/18 Street Surgery held in Oxenhope on 23rd July 2018

Cllr Eastwood started by apologising for arriving slightly late for the start of the Street Surgery. Cllr Hopkinson said the main issues raised were parking, speeding and fly tipping and also irresponsible dog owners.

Cllr Eastwood felt that the Street Surgery was not so successful in the community centre but it had worked well outside the school.

Cllr Ashcroft asked if an issue raised at the Community Centre, referred to briefly by Cllr's Brown and Eastwood, related to Oxenhope. Cllr Eastwood said it was not related to the village.

140/18 Parking

Cllr McManus said the issue of parking had been raised in the NDP. There were issues on Hebden Bridge Road, Best Road, Shaw Lane, round the station and on Denholme Road.

Cllr Harrop raised a particular issue with Denholme Road after the chicane. She stated that some years ago there was a plan to provide car parking for the cottages. The Parish Council had been in favour of the plan but Bradford Council planners had rejected it, as it involved putting an entrance into a wall.

She said the owner is prepared to consider re-submitting the application and this would take a line of parked cars off the highway. She asked how this could be progressed.

Cllr McManus suggested raising the issues with Chris Hird, Traffic Engineer with Bradford Council Highways Department. Councillors had a very useful meeting with the officer about six months ago.

Cllr McManus said his particular concern was the 3 or 4 vehicles parking on Muffin Corner and blocking the sight line up Hebden Bridge Road. He suggested that a short double yellow line would solve this problem.

Cllrs Hopkinson and Faulkner also mentioned the issue of parked cars from Perseverance Fold up to the Lamb Inn. Cllr Faulkner was also concerned about vehicles speeding once they were outside the 30 mile an hour area.

Cllr McManus asked all Councillors to email him with their particular concerns. He would then arrange a meeting with Chris Hird from Highways to look at the issues raised.

Cllr Eastwood stated the Facebook post about not parking on pavements was one of the most successful posts, reaching 12,100 people, illustrating that parking was a concern within the village. Cllr Ashcroft said he had personally approached people about parking on the pavement.

141/18 Financial Matters

Resolved:

- a) To authorise the following accounts for payment:

| Payee | Cheque No. | Amount | Description |
|---------------------------------|--------------|----------------|--|
| H3G (Three) | Direct Debit | £10.00 | Phone |
| M Hawker | 101304 | £390.00 | Pest control work in allotments |
| Peter McManus | 101305 | £32.85 | A1 Posters for NDP consultation |
| Oxenhope Methodist Church | 101306 | £48.00 | Hire of rooms April to June 2018 |
| Janet Foster | 101307 | £330.00 | Annual fee for P.O. Box |
| Sue Ryder | 101308 | £100.00 | NDP stall at Manorlands Garden Party |
| Oxenhope Millennium Green Trust | 101309 | £25 | Parish Council stall at the village fete |

- b) To note the yearly statement for the Prudential International Investment Bond valuing the investment at £20,932.70. It was noted that the increase in value will not be included in the accounts until the end of the financial year.
- c) To note the following payments previously authorized: -
Clerk's salary and home working allowance (01.08.18 - 31.08.18)
- d) To note the budget and bank reconciliation for 2018/19.

142/18 Minor items and items for next agenda

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The Clerk stated that the Youth Club had been in touch about continued financial support from the Parish Council. This will be included on the next agenda.

A contractor working for the Environment Agency has been in touch with the Clerk. He has been asked to survey the whole of Leeming Beck and treat any Japanese knotweed. He has seen some knotweed in the Horseshoe Dam area and was asking about access to undertake treatment either late August or early September. The Clerk was asked to contact Mr Roger Smales, who was involved with the Friends of Horseshoe Dam group to let him know about the planned work.

It was also reported that the work on the wall on Station Road, adjacent to The Croft, would take three to four weeks to complete.

Cllr Ashcroft asked if there was a budget for community grants. Cllr Eastwood replied that members had previously decided not to set a budget for grants this year, but any approach for financial support would be considered on an *ad hoc* basis.

143/18 Date and time of the next meeting

The next monthly meeting will be on Wednesday 12th September 2018 at 7.30 p.m.

Meeting closed at 8.25 p.m.