

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL
HELD ON WEDNESDAY 12TH SEPTEMBER 2018 AT OXENHOPE METHODIST
CHURCH, COMMENCING AT 7.30 PM**

Present: Cllr Ken Eastwood (Chair)
Cllr Robert Goulding (Vice Chair)
Cllr David Ashcroft
Cllr Karen Faulkner
Cllr Joyce Harrop
Cllr Tony Maw

In attendance: Worth Valley Councillor Chris Herd
Worth Valley Councillor Rebecca Poulsen
PCSO Joanne Ollershaw
Miran Rehman
Nicole Whitters, Oxenhope Youth Club
2 members of the public

144/18 Apologies for Absence and Approval of Reasons for Absence

Apologies for absence have been received from Cllrs Hopkinson and McManus. The reasons for absence were approved. Best wishes were sent to Cllr Hopkinson for a speedy recovery.

145/18 Disclosures of Interest

Cllr Eastwood declared an interest in the Rose Garden. He requested to stay in the meeting during the discussion but would leave when the decision on authorising expenditure on the Garden was taken. This was agreed.

146/18 Applications for a Dispensation

None.

147/18 Minutes of Meetings (previously circulated to Members)

a) The minutes of the Parish Council's monthly meeting held on 8th August 2018 were agreed as a true and correct record, subject to the following amendments:

Page 5 Second paragraph on Neighbourhood Development Plan to read (addition shown in bold):

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.

And

Page 6, first line should be competition not completion.

b) There were no matters arising from the minutes.

Signed.....

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- c) Regarding the September Outstanding Issues Report, Cllr Maw stated a meeting was planned for Monday 19th September to update the Emergency Plan.

148/18 Public Question Time

There were no questions from the public.

149/18 Youth Club

Cllr Eastwood proposed moving the item on the Youth Club up the agenda. This was agreed.

The Chair of the Youth Club committee, Nicole Whitters, presented a report on the Youth Club activities over the last year as follows:

“The Youth Club was re-established in 2012 following a direct request by the young people of the village, and has run successfully for the past 6 years, with the support of Bradford Youth Service, Oxenhope Parish Council, as well as Grants and donations from various sources. The Club is managed by a Management Committee, which meets regularly and includes both adults and active Youth Club members.

The Club is held on a weekly basis on Friday evenings from 6.15 to 8.45pm at the Community Centre, and is staffed by members of Bradford Youth Service, supported by local Volunteers.

The Club runs a tuck shop, which generates a small amount of income, but in-house catering and cooking such as pancake night, homemade pizzas, smoothie making is also a regular theme within the Community Centre kitchen.

Other regular activities include table tennis, pool, and other sports to a background of popular music. Awareness work around sexual health, drug and alcohol, healthy eating and interpersonal skills has taken place using a variety of interactional methods. During the summer months the Club uses the Recreational Ground to play cricket and other outdoor sports to let off steam, stay fit and improve fitness skills and group skills.

Over the past two years we have had increased interest from the young people in helping manage and organise the Youth Club, which is very encouraging. We have listened to the young people who attend the Youth Club and made the necessary changes to meet their needs :

- Increased the Youth Club times by 30 minutes for the Open Access sessions
- Formed a Young Peoples Steering group, which regularly informs our plans, and one of the young people has now joined the Parish Council (Note - this is incorrect and should state the Neighbourhood Development Plan group).

- We have been actively seeking new local volunteers to help out at the Youth Club and as a result one new local parent is now registered as a volunteer and another two are in the process of registering. Two of these parents have now been elected onto the Management Committee for Oxenhope Youth Club.
- We have encouraged young people to partake in the PAYP (Positive about Young People) programmes both locally and Constituency wide.
- Through a local Councillor a bid was submitted to the Police Commission for equipment for the Youth Club and a Residential which was unsuccessful.
- There will be a further opportunity for the young people to apply for funding after they have helped out at the Local Straw race. (Last year the Youth Club was awarded £150.00 for helping out).
- Young people raised £90.00 through fundraising – Sponsored bike race.
- Fundraised £268.89 through a Jumble sale at the Youth Centre, £7000 for a residential from the Lottery and £1000 from Craven Trust for sports equipment.

We have also arranged a number of activities outside the Youth Club over the last year. These include trampolining trip to Blackburn, ice skating, kayaking at Doe Park Reservoir, attending a football match at Bradford City/cinema trip, go karting and lazer questing outing, Oxygen trampolining trip to Leeds, outdoor pursuits in Malham, fundraising bike rides to Leeds and Bradford, attending Voice and Influence district-wide event in Bradford.

Further trips and outdoor activities will be agreed at the start of each new term when we plan the term agendas.

On behalf of the Management Committee, I would like to thanks all the adults and young people who have contributed to the success of the Youth Club, and who are helping the Club achieve further success and expansion in its resources.”

Nicole Whitters then presented a report on the finances of the Youth Club as follows:

“Bradford Youth Service have provided a qualified Leader in Charge and two youth support workers to deliver sessions at Oxenhope Community Centre with the support of volunteers. The youth workers ensure a structured programme is in place and meets and adheres to the council’s policies and guidelines around health and safety, risk assessments, safeguarding etc. Bradford Youth Service also supports its staff and

volunteers in offering relevant training to meet the changing needs of young people and council directives.

- There is a cost of £120 per session for a Leader in Charge and two support workers
- 34 open access sessions delivered from 1st September 2017 to 15th June 2018
- 28 young people attending each session on average
- Over £8000 has been raised from various fundraising activities and grants

The Youth Service proposes to continue to staff and deliver open access sessions from September 2018 to the end of the school summer term in July 2019 increasing provision to 40 sessions. The cost will be as follows:

40 x £120 = £4800 for September 2018 – July 2019.

I can also confirm we had 50+ young people attend our first session back on Friday 7th September 2018 and envisage a busy year ahead.”

Cllr Eastwood thanked Nicole for attending the meeting. He was pleased to hear that the numbers attending the Youth Club were so good. He explained that the Parish Council set the budget in December for the following financial year so the Parish Council would only be able to give a financial commitment for 2019/20 once the budget was set.

Councillors expressed support for the Youth Club. Cllr Goulding stated it was important in helping children in the village keep in touch with friends when they moved to different secondary schools. Cllr Ashcroft commented that there had been some ups and downs for the Youth Club but it was currently very successful. He said the Parish Council and the village should be proud that they had such a successful and vibrant Youth Club and he thanked Bradford Council's Youth Service for their work in making the Youth Club a success.

PCSO Ollenshaw asked about whether the Police would be welcome at the Youth Club and was told they would be.

Next week the Club is having a community pizza evening.

Nicole Whitters was thanked for her contribution and left the meeting.

150/18 Greenacres, Moorhouse Road

Cllr Eastwood proposed moving the item on Greenacres up the agenda. This was agreed.

An Oxenhope resident talked about his concerns about safety with the entrance to Greenacres on Moorhouse Lane. Recently, while walking up Moorhouse Lane, his dog had nearly been run over by a vehicle coming out of Greenacres as the sight line was restricted. The driver was apologetic but the resident was concerned about the danger from the limited sight line.

Signed.....

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He then mentioned that a lady had come out the house and stated that she had a CCTV system, which had recorded the incident on the public footpath. She also stated that the development met planning requirements.

The resident stated that while he believed the fencing to the north of the property was in line with planning, he thought the fencing to the south of the entrance was not and this restricted sight lines for vehicles exiting the property.

The resident stated they had contacted Cllr Poulsen about the issues. Cllr Poulsen said she had been in touch with Bradford Council Planning and Highways Departments. Planning had been in touch with her and stated that they did not have a problem with the fence to the south of the gate. She stated she was still waiting for a response from the Highways Department. She also mentioned that it looked like the property might be planning to erect a bollard by the entrance.

The query was raised about the CCTV and whether it was right that it might be recording images of a public place. It was queried if the Parish Council or the resident should be raising this issue with the owner or the Information Commissioner's Office. It was felt it would be best for the Parish Council to contact the owner to ask if their CCTV system was compliant with the relevant legislation.

151/18 Guest Speakers

a) Police

PCSO Joanne Ollenshaw reported that it had been a very quiet month with only one reported crime, which was an attempted burglary. Access was not gained to the property.

Cllr Goulding stated he had been in touch with the Police to report criminal damage to one of his wind turbines.

b) Worth Valley Ward Councillors

Cllr Brown had sent in his apologies.

Cllr Poulsen reported on the double yellow lines, which are now in place by the station. She stated that she was not aware of any problems, but if needed parking officers could attend and would initially provide advice to ensure compliance.

She said there was also a consultation about introducing parking restrictions at the bottom of Best Lane.

She has had a meeting with the gritting team and West Drive has been added to the Priority 2 gritting routes. This was following on from last winter when the lack of gritting had caused problems for residents in the sheltered housing on West Drive.

Signed.....

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Bradford Council has been having major problems with IT which have affected the Council's website, which had to be taken down at one point. It does seem that the issues have now been resolved.

With the onset of darker evenings, she encouraged anyone who spotted a street light not working to report it. The easiest way to do this by using Bradford Council's website.

She also mentioned that Cllr Brown was keen for the Oxenhope sign to be taken down and put into storage.

Cllr Herd asked if the Parish Council paid for grit bins to be filled. He was told that currently Bradford Council fill all the grit bins in Oxenhope at no charge to the Parish Council.

Cllr Ashcroft mentioned that the Village Design Statement, which he stated was over 20 years old, had a stated aim of avoiding too many yellow lines in the village. He was not against the yellow lines which had been agreed, but pointed out that this represented a move away from what had been agreed in the Village Design Statement.

Cllr Eastwood pointed out the Parish Council had campaigned for yellow lines outside school.

The Ward Councillors were thanked for their contribution.

- c) John Parkin and the Rev. Cat Thatcher both sent their apologies.

152/18 Safety Inspection Report for the Allotments

The safety inspection report for the Allotments was noted. Cllr Joyce said that the invoice for the fencing had been received.

She reported that the allotment holder on Plot 11b had given up their plot. It had been re-allocated to the first person on the waiting list. There will be no charge this year as the plot is not in a good state.

Cllr Goulding reported that he had attended the allotments to help with the work but his machine was too big. He pointed out that the fence at the back of the allotments belongs to the Parish Council and it is in a poor state of repair. The work, which had just been done was in effect an expensive patch job. He stated there was a need to have a plan in place for the necessary work at the allotments and then build the costs into the budget.

153/18 Correspondence

To consider the following new correspondence received and to decide action where necessary: -

- a) Email from Chris Hird, Bradford Council Highways about proposed Traffic Regulation Order on Best Lane.

Cllr Maw queried whether the proposed yellow lines were appropriate. If the problem is people parking right on the corner, they will be causing an obstruction and should be dealt with appropriately.

Cllr Eastwood stated there have been problems with buses getting round the corner at the bottom of Best Lane. Both Cllr Goulding and Cllr Herd agreed that there had been problems with buses getting through.

Resolved:

The Council has no objection to the proposed Traffic Regulation Order on Best Lane.

154/18 Rose Garden

The draft minutes of the Friends of the Rose Garden Committee meeting held on 29th August 2018 were noted.

155/18 Rose Garden – Suggested Planting Scheme

Cllr Eastwood began by thanking Roger Smales for drawing up a proposed planting plan for the Rose Garden.

He reported that the Friends of the Rose Garden had looked round Haworth Park to get planting ideas. The trip had been very useful. The Friends have worked up a plan going forward. The plan is to plant 8 new cherry trees, with rhododendrons and spring bulbs round the edge of the Garden.

The aim is to have a planting scheme, which is attractive but easy to maintain.

The Friends are also planning on planting potatoes and herbs in the bed at the top of the Garden.

There are two large beds in the centre of the Garden. The plan is to leave them until the spring and then develop planting schemes similar to those in Haworth Park. This would include ground cover roses.

The Friends are currently asking for authorisation for expenditure to purchase cherry trees, rhododendrons and spring bulbs. In spring the plan is to come back with further proposals for the planting scheme in the central beds. Once this is agreed and implemented, there will be roses in the Rose Garden, but in a scheme that is easily maintained.

Cllr Eastwood stated the prices quoted were based on prices from J. Parker, who are horticultural wholesalers. He asked for comments about the size and type of cherry trees for the Garden. The first quote was based on buying bare rooted cherry trees that would be about 5 to 6 foot high. There was a higher cost for bigger, older trees, supplied in 30L pots.

He pointed out that the current Parish Council financial projection is for a £6,000 surplus and stated he felt it was important that the Parish Council was seen to be investing in the Rose Garden, especially after the significant

volunteering work that the Friends had undertaken, which he estimated to be at least 75 hours during August.

He then asked for comments on the proposed scheme. Cllr Harrop asked if there would be any guarantees with the larger trees but was told this was unlikely but Cllr Eastwood pointed out that larger trees were more likely to survive.

Cllr Ashcroft wanted to thank all the volunteers for their efforts. He said that he had planted bare rooted cherry trees in his garden and they had taken a long time to mature. He agreed that it was important for the Parish Council to invest in the Rose Garden and he supported the idea of buying bigger cherry trees.

Cllr Ashcroft said that he did however have a query about planting rhododendrons. He felt they needed a lot of work to keep them under control. He said that although they will bring colour, if they are not maintained, they could easily get out of control. He said it was important to check the variety, choosing ones with slow growth and plenty of colour. Overall he felt it was a very good scheme, provided care was taken about which rhododendrons were purchased.

Roger Smales said he was willing to undertake further research on rhododendron varieties to identify suitable plants that would be manageable. He also suggested supplementing these with azaleas, to add further interest.

Cllr Eastwood summed up the view of the Parish Council as being broadly supportive of the proposed scheme, with the proviso that fewer, smaller rhododendrons were planted and the alternative of using azaleas was considered. The most important thing was to get the cherry trees established.

Cllr Eastwood then left the meeting while the decision on the financial support for the Rose Garden was made.

Cllr Ashcroft stated the Parish Council had been asked whether it wanted to authorise expenditure up to £1,300 on bulbs, shrubs and cherry trees for the Rose Garden. It was agreed that the larger cherry trees should be purchased.

Cllr Goulding initially queried spending up to £1,300. Cllr Ashcroft emphasised the need for the Parish Council to be seen to be supporting the Rose Garden. Roger Smales pointed out that the Parish Council was taking on the Rose Garden to save Bradford Council the cost of maintaining it. There had been lots of free labour and the proposed scheme was much cheaper than the elaborate scheme, which had been initially proposed.

Cllr Maw pointed out that the Rose Garden is important to the village. It is a central feature and gives an impression of the village.

Resolved:

To agree expenditure on up to £1,300 on bulbs, shrubs and larger cherry trees for the Rose Garden. This was agreed unanimously.

Cllr Eastwood re-joined the meeting.

156/18 Meeting with Highways

A report from Cllr McManus following a meeting with Chris Hird, Bradford Council Highways Department was noted.

Cllr Harrop reported that the proposal for providing additional off road parking by the Denholme Road cottages on the chicane had been discussed. There was a suggestion that an application could be made to move the wall back, to create a lay-by. However, this was still just a suggestion that will be raised by Cllr Harrop.

This item will be included on the October agenda.

157/18 Unadopted Roads in the Square

Cllr Goulding reported that he had met with some residents from Beatrice Street. Initially the concerns had been around children messing around, but the discussion moved on to the state of the unadopted roads. Because of the state of the roads, cars were having to park all over the streets, just to avoid the potholes.

A lot of the houses in the Square are rented out and landlords were sometimes absent. This made it particularly difficult to try and get any agreement on getting the roads resurfaced. Cllr Goulding expressed his concern that this would just mean the area getting worse and worse. He stated he did not have an answer, but just wanted to make the Parish Council aware of his concerns and ask for suggestions. He asked whether this should be considered a village issue or an issue just for those affected. He felt that this should be a village issue.

Cllr Herd asked about how bad the roads were and was told they were very bad.

Cllr Eastwood started by saying he could see both sides. The Parish Council has a duty to the village but the roads are in effect private assets. He queried if the Parish Council could look at facilitating a discussion with residents to explore a way forward. Cllr Ashcroft stated that it is a village issue affecting a lot of houses, but he felt the Council could not act unilaterally, as there would then be pressure to act in other areas. The issue of unadopted roads had been mentioned in the Neighbourhood Development Plan and he suggested that this could be used as a platform to raise the issue with landlords.

Cllr Poulsen was asked if Bradford Council would be able to help with this issue. She stated that Bradford Council previously had funding for addressing the issue of unadopted roads, but this had now gone. Roads

were generally only adopted if there was planning permission for developments using the unadopted road for access.

Cllr Goulding stated that he assumed each house owned the area to the centre of the road. Cllr Maw said it would be expensive to have the street tarmaced, but hard core could even out the potholes. Cllr Goulding said this would cost a few hundred pounds. He queried what would happen if the street became impassable and who would be responsible.

Cllr Goulding thought there may be some social housing in the area but the real problem was that the roads were privately owned. Cllr Ashcroft stated there was a need to engage with the residents and ask their views. He emphasised that reaching out to residents was part of the role of the Parish Council.

Cllr Eastwood suggested writing to residents and proposing a meeting (possibly in the Social Club). The Parish Council could produce a leaflet to promote the meeting. Cllr Eastwood suggested talking to Chris Hird from Bradford Council's Highways' Department and asking his advice before setting up a public meeting.

158/18 Financial Matters

Resolved:

- a) To authorise the following accounts for payment:

Payee	Cheque No.	Amount	Description
H3G (Three)	Direct Debit	£10.00	Phone
MWT Electrical	101310	£25.00	Replacing light in phone kiosk at Leeming
Ken Eastwood	101311	£23.97	Refreshments for volunteers working on the Rose Garden
Yorkshire Water	101312	£164.68	Water charge for allotments (period ending 16/08/18)
Chapman Paver Hire	101313	£316.80	Fence repairs at the allotment

- b) The following payments previously authorised was noted: -
Clerk's salary and home working allowance (01.09.18 - 30.09.18)
- c) The budget and bank reconciliation for 2018/19 was noted.

159/18 Minor items and items for next agenda

Cllr Eastwood raised the concerns expressed by a resident about the fence on Denholme Road. This was noted.

Signed.....

Cllr Eastwood also wanted to thank both Roger Smales and Andy Allan for the time and effort they had taken helping to put up and take down the bunting and Tour de Yorkshire signs in the village.

160/18 Date and time of the next meeting

The next monthly meeting will be on Wednesday 10th October 2018 at 7.30 p.m. The meeting closed at 8.45 p.m.