

**MINUTES OF THE ANNUAL MEETING OF OXENHOPE PARISH COUNCIL
HELD ON WEDNESDAY 15TH MAY 2019 AT THE METHODIST CHURCH,
WEST DRIVE, OXENHOPE, COMMENCING AT 7.30 PM**

Present: Cllr Ken Eastwood (Chair)
Cllr Robert Goulding (Vice Chair)
Cllr Michelle Dawson
Cllr Chris Pawson

In attendance: Worth Valley Councillor Russell Brown
Worth Valley Councillor Rebecca Poulsen
Alice Bentley, Ward Officer
2 members of the public

61/19 Election of Chair 2019/20

Cllr Eastwood opened the meeting by warmly welcoming the two new councillors.

Cllr Eastwood was proposed as Chair and was elected unopposed as Chair for 2019/20.

62/19 Election of Vice Chair 2019/20

Cllr Goulding was proposed as Vice Chair and elected unopposed as Vice Chair for 2019/20.

63/19 Apologies for absence

Apologies for absence have been received from Cllr McManus and Cllr Karen Faulkner. The reasons for absence were approved.

Additional apologies have been received from Cllr Chris Herd, Rev. Cat Thatcher, Sgt. Beecroft and Alice Jones.

64/19 Disclosures of Interest

None.

65/19 Applications for a Dispensation

None.

66/19 Correspondence – Yates House

Cllr Eastwood proposed moving the item about Yates House up the agenda and this was agreed.

The resident explained their concerns about the fence that had been erected on farming land adjacent to their property. They stated they were happy to work with the landowner on any issues, such as overhanging trees, but were unhappy about the new fence, which they felt did not fit in with the conservation area and also blocked their view.

Cllr Poulsen said she had contacted the planning enforcement department at Bradford Council. They had said that as the fence was under two metres, planning permission was not required. She stated that as the fence was

Signed.....

1900

Page Numbering checked..... 12th June 2019

adjacent to a listed building planning permission might be needed. Cllr Eastwood also referred to Section 215 of the Town and Country Planning Act, which deals with visual amenity.

Cllr Goulding offered to contact the landowner to see if the problem could be resolved. No further action would be taken until Cllr Goulding had spoken to the landowner.

67/19 Minutes of Meetings (previously circulated to Members)

- a) The minutes of the Parish Council's monthly meeting held on 4th April 2019 were confirmed as a true and correct record.
- b) There were no matters arising.
- c) The May Outstanding Issues Report was noted. Cllr Eastwood provided background information on the issues involved in the Parish Council's planned purchase of land off Mallard View. He reported that progress is now being made.

67/19 Public Question Time

None.

68/19 Guest Speakers

a) **Police**

Sgt. Beecroft sent his apologies. He had provided a report on crime statistics, which was read out by the Clerk.

1 burglary dwelling on 24th April on Denholme Road. 3 unknown suspects arrived in a vehicle and broke into a garage. Nothing was stolen.

1 attempted burglary dwelling on 15th April at Perseverance Fold. The house window was smashed, house alarm sounded and suspects made off.

2 thefts of motor vehicles. On 18th April on Old Oxenhope Lane a vehicle was stolen and not recovered. On 17th April at Mill Court a vehicle was stolen and not recovered.

1 theft from a motor vehicle on 22nd April on Station Road. A window was smashed and power tools were stolen.

There have also been 4 arrests:

- 1 drink driver
- 1 criminal damage
- 2 domestic assault

b) **Worth Valley Ward Councillors**

Alice Bentley introduced herself as the new Ward Officer following Marie Copley's retirement.

She was asked whether she has been involved in Dementia Friendly Communities (DFC) before. She replied she had not been involved before but would be happy to work with Cllr Faulkner on this project.

Signed.....

1901

Page Numbering checked..... 12th June 2019

Cllr Poulsen started by stating she was delighted to work with old and new faces at the Parish Council.

She reported that the bollard at Leeming was now back in place.

The 28 gullies on Station Road have now been cleaned and the area round Waterside has been added to the hotspot list. This should mean they will be checked when heavy rain has been forecast to try and prevent issues occurring.

She then talked about the incident where a horse was hit by a speeding vehicle on Moorside Lane. The speed limit on this road is 60 miles per hour, which she felt was too high. She has asked Highways to review the speed limit and is waiting for them to get back to her with their recommendations.

Last Sunday she helped with the litter picking event at Penistone. There were 17 volunteers. They collected less litter than before but there was still a lot collected. She reported the volunteers had come from various different areas.

Cllr Brown said that Chris Farquhar from Bradford Council had finally been in touch about safeguarding training. He said when doing the training it is important to take note of the statistics. Cllr Brown stated that Chris Farquhar also does dementia awareness training.

Cllr Brown also reported on the Tour de Yorkshire project at the school, which he said had been very successful. The Lord Mayor had attended and a team of volunteers had helped put up the decorations (though unfortunately some items have since disappeared). Cllr Eastwood congratulated Cllr Brown on the successful project.

Cllr Goulding apologised that he was unable to get the Oxenhope sign erected, due to cows threatening to trample the sign, but the sign is available for the next event.

Cllr Brown said there might be funding opportunities relating to the cycling world championships in September. The women's elite race will start in Bradford and goes through Baildon.

c) **Oxenhope C of E School**

Cllr Dawson read out a report from Alice Jones, Head of School.

The school has raised money for the Bradford Royal Infirmary burns unit in memory of the Bradford City fire. This reached 11,000 people on Facebook with many people congratulating the school on its fundraising efforts.

The Tour de Yorkshire event at school went very well and lots of members of the community and the wider area took part.

The NHS Resilience Passport trial, for which Oxenhope was the pilot school, won a National Mental Health Award. The Passport will be rolled out

across the country. It is great news for Oxenhope School to be part of a national award winning programme.

The school is running a Discover and Play day, where families can come and look around the school and join in the fun. The school will be having alpacas and a bouncy castle. The teachers are going to be teaching fun and exciting lessons. The will be open to all families, as there are places available across school.

69/19 Appointment of representatives to outside bodies and committees

Resolved:

To make the following appointments:

Allotments Lead Cllr Eastwood
Rights of Way Lead Cllr Goulding
Oxenhope School Representative Cllr Dawson
Worth Valley Contact Point Committee Member No appointment made
Oxenhope Sports Association Representatives No appointment made
YLCA Branch meeting representatives (to attend branch meetings individually in rotation) Cllr Pawson
Consultations working group No appointment
Millennium Green Trustee Cllr Dawson
Parish Council Liaison representative Cllr Eastwood
Oxenhope Community Association Cllr Pawson
Staffing Committee Cllr Eastwood Cllr Pawson
Marsh Common Lead Cllr Goulding

Signed.....

Oxenhope Neighbourhood Development Plan representative Cllr McManus
Haworth Exhibition Trust Cllr Dawson
Sports Association No appointment made
Emergency Planning Leads Cllr Eastwood Cllr Goulding Cllr Pawson

70/19 Member Training

Cllr Eastwood suggested having a meeting to go through the role of the Parish Council. It was agreed to meet on Saturday 22nd June starting at 1.00 p.m. at the Bay Horse. The Clerk was asked to book the side room.

No Councillor has received the declaration of interest forms. The Clerk was asked to find out about the forms and when they need to be returned to Bradford Council.

71/19 Council Name

Cllr Eastwood provided information on background to the proposal to change the name of the Parish Council. There had been an issue with Rose Garden (which is now resolved). The Parish Council thought that it had communicated the plans for the Rose Garden, having had articles in the Parish magazine, on Oxenhope Online and in the Keighley News. However it was clear once work started that the plans were not well known.

What arose from this issue was that the name, Oxenhope Parish Council, is often assumed to be associated with the Church, which is understandable given the Church magazine is used for communication and the Council meets in a Church.

There is a legal process involved in a change of name and the suggested name is Oxenhope Village Council. Cllr Goulding said the change of name had been agreed but Members wanted the new Council to endorse the name change.

Resolved:

To agree in principle to the change the name of Oxenhope Parish Council to Oxenhope Village Council.

This will involve changes to the website and emails. There will be cost implications and there will be a report back to the Council on this.

Cllr Eastwood said it would also be a good opportunity to look at a new logo as part of rebranding. Cllr Pawson said he knew a designer who might be able to provide ideas for a new logo.

**72/19 Planning
Resolved:**

- a) **19/01738/FUL Conversion and extension of existing** house to form 3 additional residential units at Gledhow Lodge, Moorhouse Lane, Oxenhope BD22 9RX.

The Parish Council supports this application.

- b) **19/01449/FUL Construction of sectional timber** stables for private use at Middle Isle Farm Isle Lane, Oxenhope BD22 9QA

The Parish Council supports this application.

- c) **19/01480/FUL Change of use of annex to form two dwellings** at Far Stones Farm, Stone Lane, Oxenhope BD22 9QP.

The Parish Council supports this application.

- d) **19/01347/FUL Retrospective application for amended curtilages** to rear of plots 3 and 4, and associated retaining structures to rear of Plot 4 at site of 21 Moorhouse Lane, Oxenhope BD22 9RX.

Following discussion, concerns were expressed about encroachment into the Green Belt. The land in question is proposed in the draft Neighbourhood Development Plan as a protected green space, providing a barrier between settlements. The Parish Council was not convinced that the proposals were needed to deal with drainage issues.

The Parish Council objects to this planning application.

- e) **19/01811/LBC Replacement windows** and doors, new bi-fold doors to rear and removal of internal loadbearing wall at 19 Hebden Bridge Road, Oxenhope BD22 9LY.

The Parish Council supports the application subject to the Heritage Officer's recommendations being implemented.

- f) **19/01934/HOU Single storey front and first floor side** extension at Great Hill House Farm, Hill House Lane, Oxenhope BD22 9JH.

The Parish Council supports this application.

73/19 Safety Inspection Reports for the Allotments and Marsh Common
The reports for the Allotments and Marsh Common were noted.

Signed.....

1905

Page Numbering checked..... 12th June 2019

Cllr Eastwood agreed to follow up on the allotment report, which included the need to replace the tap on Plot 2b.

**74/19 Correspondence
Resolved:**

- a) Blocked gullies. Noted.
Cllr Poulsen reported earlier in the meeting that this issue has now been dealt with.
- c) Training programme. Noted.
Cllr Eastwood said that if anyone is interested in attending any of the training provided by YLCA to let the Clerk know.

**75/19 Rose Garden – Lease
Resolved:**

To authorise the Chair to sign the Rose Garden lease (draft lease approved by Oxenhope Parish Council at meeting on 12th December 2018) on behalf of the Parish Council with scheduled completion date of 17th June 2019.

76/19 Financial Matters

- a) To authorise the following accounts for payment (with the exception of the payment to Npower which is in dispute):

Payee	Cheque No.	Amount	Description
Oxenhope PCC	101337	£125.00	Outreach Magazine Spring 2019
HMRC	101338	£11.59	Class 1A employer contributions on benefits in kind 2018/19
Ian Scott	101339	£93.10	Internal Audit fee
Bradford MDC	101340	£2,785.68	Contribution to staffing costs Oxenhope Youth Club 01/09/18 to 31/03/19
Yorkshire Local Councils Association	101341	£698.00	Annual membership YLCA
Oxenhope Methodist Church	101342	£36.00	Use of Methodist Church, West Drive for Parish Council meetings January and February 2019
MWT Electrical	101343	£78.00	Installing LED light in phone kiosk at Leeming
Came and Company	101344	£501.41	Insurance 01/06/19 to 31/015/20
Janet Foster	101345	£85.05	Expenses April 2019

Signed.....

1906

Keighley Trees		£276.00 £84.00 £360.00	Reducing height of trees in Rose Garden Grinding tree stumps in Rose Garden Total
	101346		
Russell Brown	101347	£250.00	Agreed contribution to Oxenhope Tour de Yorkshire community event 17 th April 2019
Lawnorder Ltd.	101348	£138.00	Grass cutting in Rose Garden – April 2019
Npower	Not authorised	£162.73 £2.49 £165.22	Christmas lights Administration (01/04/19 – 18/05/19) Total

b) The following payments previously authorised were noted: -

Clerk's salary and home working allowance (01.05.19 - 31.05.19)
Clerk's mobile phone invoice (£10 per month direct debit)

c) The budget and bank reconciliation for 2019/20 were noted.

77/19 Minor items and items for next agenda

Cllr Eastwood stated that following the elections there are now two vacancies on the Parish Council. Two people have expressed an interest in being co-opted onto the Council. They will be invited to the June meeting and asked to give a short presentation.

Cllr Goulding reported that the Straw Race Committee has asked if they can have a stall outside the site of the Social Club. This has been agreed. There have been questions about changing the route of the race.

He also reported that the site of the Social Club is in the process of being sold for housing.

Cllr Goulding said that the Bowling Club had obtained grant funding to erect a disabled toilet at the bowling club. He asked if the Parish Council would write a letter of support. The toilet will be open to disabled member of public, using a RADAR key, for 24 hours a day, 7 days a week. The longer term ambition is to have the toilet open to public if possible. The Clerk was asked to send a letter of support.

Cllr Goulding also asked if there would be any possibility of a small financial contribution from the Parish Council to the Bowling Club, to help with on going maintenance of the bowling green, now that funding has been withdrawn by Bradford Council. Cllr Goulding is to ask the Club to write a letter to the Parish Council, which could then be considered at the next Parish Council meeting.

Signed.....

1907

Page Numbering checked..... 12th June 2019

It was also suggested that the Parish Council might look at taking responsibility for and re-opening the toilets at top of the Recreation Ground. The Clerk was requested to include this on the June agenda.

Cllr Dawson said she had helped with the toad crossing patrol this year. She said it could be quite dangerous getting across the road and asked about the provision of temporary signs. The Clerk was requested to include this on the June agenda.

Cllr Goulding mentioned that his farm would be taking part in the open farm event and will be open on Sunday 16th June. They are aiming to have 1,500 visitors, which is double the numbers they had at the last open day. He invited all members of the Parish Council to attend.

Cllr Eastwood mentioned about the Oxenhope Online Facebook page which is managed by the Parish Council and two residents. He asked if anyone would like to be an editor and Cllr Dawson volunteered.

78/19 Meeting dates

Resolved:

Parish Council meetings will be held on the second Wednesday of the month at the Methodist Church on West Drive.

Cllr Goulding suggested that occasionally it would be good to hold meetings in different locations.

The meeting finished at 9.10 p.m.