

**MINUTES OF THE MONTHLY MEETING OF OXENHOPE PARISH COUNCIL
HELD ON WEDNESDAY 14TH AUGUST 2019 AUGUST AT THE METHODIST
CHURCH, WEST DRIVE, OXENHOPE, COMMENCING AT 7.30 PM**

Present: Cllr Robert Goulding (Chair)
Cllr Nikki Denny
Cllr John Haigh
Cllr Peter McManus
Cllr Chris Pawson

In attendance: Worth Valley Councillor Russell Brown
Worth Valley Councillor Rebecca Poulsen
6 members of the public

118/19 Apologies for absence and approval of reasons for absence

Apologies for absence have been received from Cllrs Dawson and Eastwood. The reasons for absence were approved. Worth Valley Councillor Chris Hird, Sgt. Beecroft, Rev. Thatcher and Alice Jones have also sent their apologies.

119/19 Disclosures of Interest

Cllr McManus declared an interest in the planning application reference 19/02284/FUL and will leave the meeting. Cllr Denny declared an interest in the same planning application but asked to stay in the meeting. This was agreed.

120/19 Applications for a Dispensation

None.

121/19 Minutes of Meetings (previously circulated to Members)

- a) The minutes of the Parish Council's monthly meeting held on 10th July 2019 were confirmed as a true and correct record.
- b) There were no matters arising from the minutes.
- c) The August Outstanding Issues Report was noted. Cllr Goulding stated the Emergency Planning Meeting needed to be re-arranged as soon as possible, especially given the recent issues with a failing dam in Derbyshire. The Clerk was asked to follow this up.

The Clerk was also asked to follow up safeguarding training providers.

The Clerk reported that the resident who has first raised the issue of Delph Common on Bodkin Lane had been in touch, stating that Yorkshire Water are not the landowners. Cllr McManus agreed to follow up the issue of who owns the land.

The Clerk agreed to continue chasing Npower to resolve the issue of the contract. She reported that the invoice for last year's Christmas lights had still not been agreed or paid.

The issue of the toilet building will be discussed.

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122/19 Public Question Time

A representative from Oxenhope Youth Club spoke about the issue of anti-social behaviour in the village. She emphasised that the Youth Club can only be responsible for children attending the Club.

She has spoken to the Police and Community Support Officer (PCSO), who is aware of which children are local to the village and which are from outside. The Club has asked for PCSO presence on Friday nights, as the Police are aware of issues and incidents in the park.

She wanted to emphasise to the Parish Council that the Youth Club is a vital service. Children attending the Youth Club enjoy it and have on occasions gone round the park and Rose Garden clearing up litter, to show they are responsible.

However she said the Youth Club could only be responsible for children, while they are signed into the Club. They cannot take children to and from the Club.

Cllr Goulding inquired what was attracting children to Oxenhope. It was explained there was a lack of youth clubs elsewhere. Some children from outside the village sign in and come to the Youth Club, which is fine. But some children come from other areas just come into the village. She said there were limited options, as if challenged, some children could be abusive. She reported that on occasions the Youth Club has called 101 to get help with this issue.

Cllr McManus reported that the PCSO has been patrolling the village in early evening and that is when a police presence is needed.

Cllr Brown stated that other villages are having similar issues, which is being mentioned at Ward Meetings. Cllr Poulsen said the Police are aware and in general it is not children from Oxenhope causing problems. She said that exam result time can be a trigger point and the next couple of weeks might be particularly difficult, but the Police are aware of this.

Another member of public who is connected to the Bowling Club thanked the representative of the Youth Club for attending. He stated that on Fridays there are younger children attending the Bowling Club and concern had been expressed about the language used by children in the park.

He reported that an object thrown from the park had nearly hit a spectator at the Bowling Club and there has also been damage to the bowling green. He requested more adult presence on Friday evenings, which can be problematic. He said he was open to ideas on how to diffuse the situation.

The representative from the Youth Club replied they would see if it was possible to have a member of staff outside in park and was willing to work with the Bowling Club.

Cllr Pawson asked about activities for younger children at the Bowling Club. He was told the Club had contacted the school to offer sessions for children but had not received a reply, but this might be a way forward in future.

Cllr Goulding asked about the number of parent volunteers at the Youth Club and was told there are two to three volunteers, but it is difficult to get people to volunteer, especially on Friday evenings.

Cllr Haigh asked about the PCSO presence, but was told this could not be guaranteed every Friday night. Cllr Goulding said the Police should be asked about this.

The Youth Club representative and children from the Youth Club were thanked for attending and left the meeting.

123/19 Guest Speakers

a) **Police.** Sgt Beecroft is on leave and no crime statistics have been provided.

b) **Worth Valley Ward Councillors**

Cllr Poulsen reported the main issue she has been dealing with was the Harry Lane planning application, which has been refused.

She said Bradford Council is undertaking a Core Strategy Partial Review Consultation. This proposes reducing the number of houses required to be built in Oxenhope from 100 to 25. In Haworth the reduction is 400 to 275 and in Oakworth 200 to zero. There is a drop in session next week at Keighley on Wednesday 21st August to discuss the Review.

Cllr Brown raised the issue of rural crime and whether there is a rural crime officer. He stated that as the Worth Valley borders other areas, it could be particularly prone to rural crime. Previously the Police would occasionally have a large numbers of offices in the area to clamp down on this issue, but this no longer happens.

Cllr Goulding reported that the issue of the missing kerbstone in Old Oxenhope was being resolved.

c) **Oxenhope C of E School** No representative was present.

124/19 Planning

Resolved:

a) **19/02284/FUL** Construction of 5 dwellings on land at Woodville, Harry Lane, Oxenhope

Cllr McManus left the room.

Cllr Goulding introduced this item, stating that Bradford Council has now refused the planning application. Initially the Parish Council thought it was white land and, with a housing target to meet, had not objected to the planning application when it was discussed at the Parish Council meeting in June.

Since that date further information has been published and residents have also raised valid points about the planning application. This included a timing issue, as the planning application notices were only put up on the day of Parish Council meeting, meaning residents did not find out in time to attend the Parish Council meeting and voice their objections.

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The Parish Council had therefore been decided to review the decision taken in the meeting on 12th June. Cllr Goulding said that with the reduction in the target for the number of houses to be built, there was less pressure to agree sites for development.

The Parish Council decided to object to this planning application.

Cllr McManus rejoined the meeting.

- b) **19/03275/FUL** Menage at Ox Heys, Long Ridging Farm, Outside Lane, Oxenhope BD22 9QY

Cllr Goulding said it was a large area for exercising horses, but not a large structure.

The Parish Council supports this planning application.

- c) **19/03388/HOU** Part demolition and construction of a side extension with associated works and alterations to fenestration at Lower Bank Nook Farm Denholme Road Oxenhope BD22 9SJ.

The Parish Council raised no objection to this planning application.

125/19 Safety Inspection Report for Marsh Common

The report for Marsh Common was noted. Cllr Goulding reported that during his inspection there had been a deer on the Common. The Clerk was asked to thank a local farmer who had mown the path through the Common. It was also agreed to plant the cherry trees offered by a resident on the Common.

126/19 Correspondence

Resolved:

- a) Email from Community Asset Transfer Team, Bradford Council about funding opportunities. Noted. The Clerk was asked to follow this up to and see if this is a possible source of funding for the Parish Council. Cllr McManus stated other groups in the village had been successful in obtaining funding from this source.
- b) Email from National Association of Local Councils (NALC) about tree charter. The Clerk was asked to sign the tree charter on behalf of the Parish Council.
- c) Email from Kathryn Jones, Bradford Council, about discussion on climate change. Noted. As the meeting clashes with the date of the September Parish Council meeting, the Clerk was asked to send apologies.
- d) Letter from Yorkshire Water, Business Services, about change of water and sewerage retailer. Noted.
- e) Email from Bradford Council: Homes and Neighbourhoods: A Guide to Designing in Bradford SPD - Consultation. Noted. Cllr McManus stated the NDP would take precedence over this guidance.

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- f) Email from Julian Jackson, Bradford Council, about the Core Strategy Partial Review – Preferred Options Consultation. Noted.
- g) Email from Dawn Lowe, Civic Affairs Manager, Bradford Council about Civic Reception for Town and Parish Councillors and their Clerks. Noted. Cllr McManus would attend. The Clerk was asked to email the invitation to all Councillors.
- h) Email from Yorkshire Local Councils Association (YLCA) about safeguarding training and reply from Cllr Eastwood. Noted. The Clerk was asked to investigate alternative providers of this training.

127/19 Update on unadopted roads on The Square

Cllr Goulding reported that the Parish Council has sought legal advice about its role helping residents improve the roads in The Square. Following this advice, he said the Parish Council should step back from formal involvement.

Cllr Goulding said there is a contractor who can undertake the necessary work at a cost of £3,000. He has met with one of the residents, who are now planning to form a residents' group. The Parish Council could help with the co-ordination of the group, but will have no financial involvement.

Cllr Poulsen asked when it would be best to do the work. Cllr Goulding replied the work was best done during good weather.

128/19 Update on the Neighbourhood Development Plan

Cllr McManus reported that the NDP is now approximately midway through Regulation 14 consultation. 90% houses have had a leaflet and information is on Facebook, the Parish Council website and the village noticeboard. A hard copy of the plan is in Pharmacy with physical feedback forms.

Cllr McManus said that once the consultation had finished, there would be a formal six week consultation with Bradford Council. However all the proposals suggested by the Council have been included in the draft NDP, so there should not be any issues. Then an independent examiner will check the Plan, before it goes to a public referendum. Cllr McManus hopes will be at the same time as the local elections in May 2020.

Cllr Goulding asked if the reduction in the number of house allocations would affect the possible sites identified for housing, as more have been identified than will be needed. Cllr McManus said asked the Planning Consultant working on the NDP and was waiting for a reply. Cllr Goulding said many people will assume all sites identified and accepted will be built on, when in reality not all sites will be needed. He asked if sites could be listed in order of preference. Cllr McManus said that we cannot do that.

Cllr Poulsen pointed it out that it is not a question of building 25 houses and then stopping. Cllr McManus said comments had been made of Bradford Council's proposed allocations, but they are only proposals at the moment.

Cllr Poulsen said Bradford Council is undertaking a separate piece of work on the green belt. It will be the end of the year before any decisions are taken on site allocations.

A member of the public said they had read the NDP and asked about the cost of printing. They were told this had been grant funded. Only 15 hard copies have been printed. Cllr McManus said all members of the project team have been given a copy. Cllr Poulsen and the Clerk have also been given a copy and there was one available in the Pharmacy.

The member of the public commented there was a lot of verbiage in the Plan. He commented that the Plan talked about the aging population in Oxenhope and he wondered how many of the over 70s had access to a computer. Cllr McManus replied that the data used in the NDP largely came from the 2011 census together with other data sources. He stated they have undertaken a household survey with a 10% response rate and a transport survey with a 12% response rate. The Planning Consultant had commented that these response rates were much higher than in other areas.

The member of public queried whether terms like biodiversity and wildlife corridors would be understood. Cllr McManus explained that the NDP had to include biodiversity.

The member of the public expressed a view that a lot of people had missed out as the information had not been targeted enough at older people. Cllr Goulding said the Plan was regularly written about in Oxenhope Outreach, which he felt that was a good way to communicate with the older age group. Information had also been made available at the village fete and the Manorlands Garden Party.

The resident then asked if the new target of 25 houses has already been met. Cllr Poulsen said there was a lack of clarity on the start date for the target and she would ask about this at the information event in Keighley on 21st August.

The resident queried if the Plan wanted a maximum of five houses on a site. Cllr McManus said that was not quite right. The NDP expressed a preference for small, infill sites. Five houses or fewer was used as the definition of a small site.

Cllr McManus stated that once the NDP had been passed in a referendum, it would have legal status.

A query was then raised about a house in Leeming which is not in keeping with the local area, but which had been passed by Bradford Council Planning Department. Cllr McManus explained that if a building is classed as being of outstanding architectural design then it could be approved, even if it was not in keeping with the local area.

Following a question, Cllr McManus explained about parts of the NDP, which are standard and have to be included. A lot of the information, for example on

windows and doors, reflect a previous document, the Oxenhope Design Statement, which has been reviewed and updated.

The resident asked about the difference between Leeming Field and Marsh, in terms of protection. Cllr Goulding replied Marsh is an area, but Leeming Field is an area. He explained that the fields at top of Moorhouse Lane are green belt specifically mentioned in the NDP.

The resident was thanked for his contribution.

129/19 Councillor vacancy

The Clerk reported that the closing date for requesting an election to fill the vacancy was 13th August. As no contact has been made by Bradford Council Electoral Services, the Clerk assumes that the vacancy can now be filled by co-option, but confirmation will first be sought from Electoral Services. Once this has been obtained then the vacancy will be advertised.

130/19 Logo competition

Cllr Goulding asked for this to be deferred to next meeting as Cllr Eastwood has all the information.

131/19 Request for CCTV

Cllr Goulding reported that a resident has requested that the Parish Council investigate installing CCTV in Station Road and in the Park to tackle anti-social behaviour.

A discussion followed on whether CCTV would help with this issue. Cllr Poulsen stated the Bradford Council have a CCTV control room, but generally CCTV cameras are not monitored just reviewed. She said CCTV installed in the park at Oakworth had not helped with anti-social behaviour. Once it was dark, the pictures were very grainy, faces were generally covered and as far as she was aware the Police had not been able to use CCTV images to prosecute anyone. She said there are also technical challenges with CCTV in that both a power supply and an internet link are needed.

Cllr Goulding said if the Parish Council did pursue this, it would probably have to find the funding. Cllr Poulsen said that as Oxenhope was a relatively low crime area, it was unlikely any outside funding would be available.

Resolved:

The Parish Council will not be investigating installing CCTV on Station Road or in the Park.

132/19 Grass cutting – Moorside Lane

Cllr McManus said he had been asked by a resident to ask why grass verges are being cut regularly on Marsh Lane but not on Moorside Lane. Cllr Goulding asked if it would not be possible to plant wild flowers instead of cutting the verges. The Clerk was asked to contact Bradford Council about this.

133/19 Rose Garden – Creation of two new entrances

Cllr Haigh asked why there was a need for two more entrances. Cllr McManus explained the Friend of the Rose Garden have requested the two new entrances. The first would be on Hebden Bridge Road, near Muffin Corner, opposite the dropped kerb. This is a natural point of entry to the Rose Garden for anyone walking up from the Station. It will provide another level entrance. The new information noticeboard will greet visitors entering the Garden at this point.

The second planned entrance is also on Hebden Bridge Road but at the top of the Garden, near to the bus stop. Residents in the sheltered housing on West Drive have requested this, to provide a shorter route from the bus stop. He said it would make sense to have DDA compliant access at this point.

Cllr McManus has been in contact with Bradford Council and has an email response, stating that planning permission would not be needed for the new notice board or entrances.

Resolved:

To agree to two making two new entrances into the Rose Garden, subject to satisfactory quotes, with the entrance by Muffin Corner to be the first priority.

134/19 Financial Matters

Resolved:

- a) To authorise the Parish Council taking on financial responsibility for the ongoing maintenance of the Oxenhope Pre-School defibrillator, at an annual cost of approximately £170 plus purchase of replacement pads (approximately £50) and batteries (approximately £15) when required.
- b) To authorise reducing the hedge at the rear of the allotment, including trimming allotment and field side at a cost of £800.
- c) To authorise the felling, removal and stump grinding of the dead cherry tree in the Rose Garden and remove deadwood from cherry tree opposite at a cost of £190 (subject to relevant permissions being obtained).
- d) To authorise the increase in the monthly direct debit for the clerk's phone to £11.00 from 20th August 2019.
- e) To note the yearly statement for the Prudential International Investment Bond (Capital Redemption Option).
- f) To authorise contributions of £120 per session for staffing costs for the Youth Club for September 2019. The Clerk was asked to pass on information about grant funding.
- g) To authorise the work to install and fix the benches and bins in the Rose Garden at a cost of £450 (grant funded).

Signed.....

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- h) To authorise the following accounts for payment:

Payee	Cheque No.	Amount	Description
Oxenhope Millennium Green Trust	101362	£25.00	Hire of stall site on the Millennium Green for Village fete 20 th July 2019
Shipley Print	101363	£415.00	Neighbourhood Development Plan printing – 2,000 leaflets and 15 copies of NDP
The Parish Noticeboard Company	101364	£2,337.00	Deposit invoice for 2 noticeboards (grant funded)
Lawnorder Limited	101365	£138.00	Grass cutting Rose Garden June 2019

- i) The following payments previously authorised were noted: -
Clerk's salary and home working allowance (01.08.19 - 31.08.19)
Clerk's mobile phone (£10.25 per month direct debit).
- j) The budget and bank reconciliation for 2019/20 were noted.

135/19 Minor items and items for next agenda

Cllr Haigh has been asked by the Bowling Club about a contribution from the Parish Council towards the cost of grass cutting. The Bowling Club will need to contact the Clerk about this and also about the request for a letter of support in their application for funding from the proceeds of crime fund. Provided this information is received before the end of August, it will be on the agenda for the September Parish Council meeting.

Cllr Haigh said residents have asked whether they could tidy up the Horseshoe Dam. The Council is in the process of purchasing the Dam, but as this has not been completed, the Council cannot authorise any work.

Cllr Haigh also asked if any allotments are available. All allotments are currently taken, with 10 people on the waiting list. If anyone wants an allotment, please contact the Clerk who will add them to the waiting list.

Cllr Goulding reported that he has fixed one of the taps at the allotments. As this is a temporary repair, the tap is not locked.

The Clerk reported that Cllr Eastwood has finally been given the go ahead to change the domain name to Oxenhope Village Council. A decision needs to be taken on the date of the name change and this will be on the agenda for the September Parish Council meeting.

136/19 Date and time of next meeting

The next monthly meeting will be on Wednesday 11th September 2019 at the Methodist Church on West Drive starting at 7.30 p.m.

The meeting closed at 9.05 p.m.

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