

**Menston Neighbourhood Forum and Menston Parish Council and
Menston Community Association Meeting**

Minutes of the meeting held on Tuesday 11th October 2016 at 7.00pm

Present: Peter Finlay, Quentin Mackenzie, Lillas McCulloch, Cllr Dale Smith, Cllr Jackie Whiteley, Paula Truman (ShIPLEY Area Office), PC James Preston (Police), Mandy Webb (Bradford Council Libraries), Glyn Martill, Steve Ellams, Alan Elsegood, Philip Moore and approximately 30 members of the public

1. Welcome and Introduction

Quentin Mackenzie welcomed everyone to the joint Menston Neighbourhood Forum meeting. It was agreed to vary the agenda.

2. Neighbourhood Police Team

PC James Preston from the police gave an update about local crime and safety issues.

He is part of the Neighbourhood Police Teams based at Shipley and has been covering Windhill, Wrose, Baildon, Burley in Wharfedale as well as Menston. Since this area is so large one of his colleagues, PC Martin Brearley, has recently been appointed to take over responsibility for Menston and Burley in Wharfedale. PC Brearley will be the new point of contact and will attend the next Neighbourhood Forum meeting.

In the last month there has been one incident of burglary dwelling, three cases of theft, three thefts of motor vehicles, three cases of harassment, one case of assault and two cases of making off without payment.

There were a high number of burglaries in Menston and Burley in Wharfedale in August and the police were able to fund additional resources which successfully tackled the problem.

The police have also been concerned by the high number of burglaries where euro-cylinder locks have been targeted. The national average is that one in five homes is involved, but Menston and Burley in Wharfedale have been experiencing double the average rate. PC Preston has brought some leaflets to publicise the problem.

There has also been a high incidence of “Hanoi” burglaries – burglary of dwelling with the sole purpose of stealing car keys and making off with the vehicle. Three car marques have been targeted – Audi, BMW and VW Golf.

PC Preston also reminded residents of the need for increased home security with the end of British Summer Time at the end of the month and asked Menston residents to consider volunteering to help an elderly vulnerable neighbour.

A Menston resident raised concerns about doorstep selling. PC Preston advised the meeting that a person selling from door to door needs a Peddlers’ Licence. If anyone is concerned they need to ring 101 and the police will carry out a check.

Cllr Smith recommended registering with OWL to receive updates about police issues and crimes.

Paula Truman thanked PC Preston for his presentation.

3. **Menston Library – plans for the future**

Mandy Webb from Menston Library gave an update about the future plans for Menston Library. Menston Parish Council has already made Bradford Council aware that they are supporting the proposals to keep the library service running in Menston after 1st April 2017. About 20 Menston residents have already completed an expression of interest form and a training programme lasting six to eight weeks will be starting in February 2017.

Peter Finlay has represented the Parish Council at meetings with the Library Service and answered a number of questions:

Q. How do Menston residents volunteer?

A. Expression of interest forms are available at this meeting and at SmallPrint. A copy will also be available to download from the Parish Council website www.menston.org and the Bradford Library website. Completed forms can be returned to either Peter Finlay or Mandy Webb.

Q. Do the volunteers need to sit an interview?

A. Volunteers do not need to sit an interview. Although the forms ask about qualifications, life skills are more important and volunteers can choose which roles they fulfil.

Q. Do volunteers need DBS checks?

A. Yes – these have taken over from the old-style CRB checks. These are necessary as the volunteers will have access to the library management system. They also give protection to vulnerable people and the volunteers themselves. Bradford Council will arrange the DBS checks.

Q. What will happen to the book stock?

A. The agreement is that the computer facilities will stay. The building will remain the property of Bradford Council and they will pay towards the cost of utilities. The book stock will remain and will continue to be updated.

Q. Is there a blueprint for the transfer of the library service?

A. Four libraries were put out to community management about four years ago. They were not granted access to the library management system, but this has now been resolved.

Paula Truman thanked Mandy Webb for her presentation.

4. **Acceptance of the Community Association Accounts and the Report to Trustees**

Quentin Mackenzie introduced the Trustees' Annual Report and Accounts. He explained that the Community Association had decided to scale down its level of involvement in local matters. In the last year the Community Association has:

- Organised a successful dance to celebrate the Queen's 90th birthday
- Continued with the eggs2iPads project
- Supported Menston in Bloom

- Run the Neighbourhood Forums and distributed the village newsletter.

The Community Association Accounts were accepted by vote, and thanks were extended to Glyn Martill for preparing the accounts and to Keith Bonney for his auditing work. It was proposed to re-appoint Keith Bonney as auditor for 2016-17. This was agreed unanimously.

5. Appointment of MCA officers

It was agreed to elect Steve Ellams as Chair

It was agreed to re-appoint the following officers en-bloc:

Lilias McCulloch (Vice Chair), Glyn Martill (Treasurer), Chris Hartley (Secretary). This was agreed unanimously.

In addition to the officers, the following people are members of the committee:

Quentin Mackenzie, John Houlihan, Tony Joint, Dave Manson, Sue Rix and Dale Smith. Alan Elsegood and Philip Moore also volunteered to join the committee.

Quentin Mackenzie reminded everyone that they are welcome to the film show “The Lady in the Van” being screened at 6.30pm on 21st October. Tickets are priced at £4 and include tea and a scone.

6. Neighbourhood Development Plan

Peter Finlay gave an update about the Neighbourhood Development Plan. Menston Parish Council has decided to wait until Bradford Council’s Core Strategy has finally been agreed by Bradford Council before starting any work. Burley Parish Council has recently produced their Neighbourhood Plan based on the previous housing target – the document may need to be revised in view of the increased housing target of an additional 2,500 houses in Wharfedale identified in the Core Strategy – if this is approved by Bradford Council.

Mr Finlay advised the meeting that following representations from Philip Davies MP to Gavin Barwell MP, Minister of State for Housing and Planning, Bradford Council has been instructed not to take any further steps to approve the Core Strategy whilst this is being investigated. Under the Housing and Planning Act 2016 local authorities must maintain a brownfield site register and 90% of suitable brownfield sites must have planning permission for housing development by 2020.

7. Update on the Kirklands toilet

Peter Finlay gave an update about Kirklands toilet. After some considerable time a contract has now been negotiated between the Parish Council and Bradford Council. Menston Parish Council can now take over the running of the toilet and plans to install a coin-operated door and employ someone to clean and maintain the toilet.

Mr Finlay thanked Gareth and Audra from Solo for keeping an eye on the toilet at present.

8. Update on local bus services

Peter Finlay gave an update about local bus services. The 967 bus from Otley to Menston will be transferred to Transdev on 30 October and re-branded as “The Wharfedale Links Service”. Although the timetable is uncertain it appears that this

bus service will continue. Mr Finlay was unable to provide any further details as neither the Parish Council nor the ward councillors have been notified of any proposed changes.

9. Menston Armistice Day Service

Peter Finlay invited Menston residents to the Parish Council's annual Armistice Day Service at 11.00am on 11th November at Kirklands.

10. An update on the telephone box at the junction of Cleasby Road and Main Street

Peter Finlay informed the meeting that there has been no support from Menston residents for the retention of this telephone box. The Parish Council has received some correspondence from residents on Otley Chevin who wish to retain the telephone box at this location and they suggested that it might be a suitable location for a defibrillator. After some discussion the Parish Council agreed that they do not consider it a suitable location.

Councillor Dale Smith proposed a vote of thanks to Quentin Mackenzie for his commitment and hard work as Chairman of the Community Association.

11. An update about Council Wardens and the Cleansing Service

Paula Truman welcomed Councillor Whiteley to the meeting and gave an update about Council Wardens and the Cleansing Service. John Williams has now been appointed as the new Wharfedale Warden – he is also the Warden Team Leader. A replacement for the Menston Litter-picker will be recruited soon.

12. Youth Service

Paul McHugh from Bradford Youth Service and three young people from the Duke of Edinburgh Award Scheme gave a presentation about the scheme and answered questions from the audience. The Scheme meets every second Friday at Kirklands and there are still vacancies. The scheme is funded by Bradford Council who also provide a lot of the essential kit to enable people to take part in the outdoor challenges. Peter Finlay advised Mr McHugh that Menston Scout Hut is also available as a potential venue for meetings.

Paula Truman thanked Mr McHugh and the young people for attending the meeting and making their presentation. She advised the meeting that the Youth Service also provide support for young people who do not wish to take part in the Duke of Edinburgh Award Scheme.

13. Open Forum

Menston residents raised concerns about the following issues:

- **Sink hole at the junction of Cleasby Road and Station Road** – this has been a problem for the last 14 weeks
Paula Truman explained that Yorkshire Water have accepted responsibility for this problem and agreed to contact them the following day for an update.
- **Children's play area at Menston Park** – some of the palings in the fence have been repeatedly removed and the play area would benefit from some additional equipment

Paula Truman agreed to contact Bradford Parks Department to request a more suitable replacement fence. She suggested that Menston residents might like to form a group and apply for grant funding for additional play equipment and she agreed to attend a future Parish Council meeting to discuss this suggestion.

- **Blocked drains and gulleys** – Menston residents reported a number of blocked drains and gulleys. Paula Truman agreed to contact Louise McCall who deals with this and ask whether a gulley cleaning lorry could be sent to Menston. Peter Finlay agreed to compile a list of problem areas and asked Menston residents to let him know the location with the nearest lamp post number.
- **Speed limit on Burley Lane** – are there any plans to reduce the speed limit on Burley Lane to 20mph? Paula Truman agreed to check with Traffic and Highways.
- **Problems with encroachment on the Ellar Gardens village open space** – concerns were raised about these problems and Paula Truman agreed to ask Steve Holden, Enforcement Officer for Shipley, to carry out an inspection and provide advice.
- **Problem parking near the Cleasby Road and Main Street junction** – Councillor Whiteley agreed to speak to Fara Baghban from Traffic and Highways about the sight lines at this junction.
- **Problems caused by speeding traffic near Menston Primary School** – Peter Finlay agreed to raise these concerns with the Head teacher.
- **High Royds Memorial Garden** – Steve Ellams thanked Quentin Mackenzie for the key role he has played in the restoration of the High Royds Memorial Garden and recommended that Menston residents should visit the garden – it has a new fence and set of steps and is an area of peace and tranquillity.
- **Future plans for the Menston Community Association** – Steve Ellams spoke about inviting representatives from other groups – schools, churches and businesses - to become involved with the Community Association. The Community Association would like to concentrate on improving the village facilities, particularly the library hub and improving communications.

There was no further business and the meeting closed at 8.45pm