

MENSTON PARISH COUNCIL
PARISH COUNCIL MEETING
Thursday 22nd February 2018 at 7.00pm

MINUTES

Present: Councillors Quentin Mackenzie (Vice Chairman), Liliias McCulloch, Gordon Metcalfe, Philip Moore, David Naylor and Dale Smith

Clerk: Catriona Hanson

2018/020 Introduction and welcome from the Chairman

Councillor Mackenzie welcomed everyone to the meeting.

2018/021 To receive any apologies for absence

Apologies for absence were received and accepted from Councillor Finlay.

2018/022 To receive any disclosures of interest

None.

2018/023 Police report

PCSO Darrin Thompson was unable to be present at the meeting and had not provided any data about reported crime in Menston.

2018/024 Public participation

There were five members of the public present.

2018/025 Minutes of the previous meeting

RESOLVED: to accept the minutes of the meeting on 25th January 2018.

Proposed: Councillor Naylor

Seconded: Councillor McCulloch

David Rhodes gave an update about the recent meeting between Chris Schofield and Eddie Norfolk from Bradford Council's Drainage Department. Mr Norfolk's view was that the Bradford Council's approval of the digging work at Derry Hill complied with the 1991 Planning Act. Jeremy Benn had advised Professor Rhodes that the work carried out at Derry Hill has fundamentally changed the direction of the water flow and he recommends that an independent study be carried out. The cost of a study would be £1,500 plus VAT. Bradford Council has the legal power to force the landowner to comply with a study of this nature being carried out.

The Parish Council **resolved** to approach Bradford Council and explain that following the meeting with our representative, Chris Schofield, the Parish Council has agreed that a study needs to be carried out as soon as possible. If Bradford Council is unwilling to fund the costs of the study, Menston Parish Council will meet the costs and Bradford Council will be instructed to obtain permission for our representative to enter the site.

2018/026 Menston Community Association

Steve Ellams gave an update about recent activity from Menston Community Association. He has invited a large number of organisations in the village to attend an event to launch the bird and bat boxes at Menston Primary School on 28th February. Roy Vickers is going to

produce a video of the event and the Co-op will be providing refreshments. The 2009 Tree Trail will be adapted to include the locations of the bird and bat boxes.

The Neighbourhood Forum will be follow this event and will start at 7.30pm. The agenda has five items and a slot each for the Parish Council and the Community Association.

The Community Health and Safety event held on 7th February proved to be a very popular community event.

2018/027 Menston in Bloom

Councillor Mackenzie gave an update about Menston in Bloom's plans for 2018;

This year Menston in Bloom are planning a white and purple planting scheme for the planters at Kirklands, the Co-op and St Peter's Way and other boxes to celebrate the 100th anniversary of votes for (some) women and the suffrage movement.

Menston in Bloom are also going to plant a Peace Bed outside the library entrance and have already planted some white roses. Additional plants have been ordered to create a white bed. A plaque will be placed in front of the beds, the wording of which is being discussed. Donations towards this new planting scheme have already been promised.

Alan Elsegood gave an update about recent work carried out by a working party from Menston in Bloom. They had carried out some much-needed maintenance work at the Railway Garden – the path needs more mulch which will be laid soon. They had also carried out some maintenance work in the park.

2018/028 Finance

An invoice for the Clerk's salary had been received.

RESOLVED: to pay the invoice.

Proposed: Councillor Mackenzie

2018/029 Adoption of the amended model Financial Regulations with an additional clause which allows for payments of up to £500 to be made in an emergency

The Clerk explained that adopting the amended model Financial Regulations gives the Parish Council the choice of using electronic banking, in addition to cheque payments. The regulations stress the need to maintain the security of the two-signature method of payment.

RESOLVED: to adopt the amended model Financial Regulations and an additional clause to allow payments of up to £500 to be made in an emergency.

2018/030 Request for funds from Otley Citizens Advice Service

After some discussion it was

RESOLVED to make a contribution of £200 towards costs

Proposed: Councillor Smith

2018/031 Emergency Plan

This matter is ongoing.

2018/032 Disabled access at Menston railway station

Councillor McCulloch circulated some recent correspondence. Councillor Susan Hinchcliffe, Chairman of the West Yorkshire Combined Authority had responded that three West Yorkshire railway stations have been updated to include disabled access, but there are insufficient funds to update Menston Railway Station. Councillor McCulloch advised the meeting that she intends to continue to pursue this matter.

Northern Rail intends to install a new ticket machine on each platform.

2018/033 Leeds Bradford Airport consultation

Alan Elsegood gave an update about the Leeds Bradford Airport consultation. Philip Davies has now offered his support to the objections. Mr Elsegood has also noticed a large number of aircraft not flying within the swathe and has made a number of complaints to the Airport about this. Councillor McCulloch has also raised a number of concerns about this. Mr Elsegood is unable to attend the next Consultative Committee meeting on 20th March and has suggested that either the Parish Council or the Community Association might like to send a representative.

Councillor Mackenzie thanked Mr Elsegood and Councillor McCulloch for raising these issues.

2018/034 Youth service and Duke of Edinburgh Award Scheme

It was agreed to leave this issue to lie on the table.

2018/035 Community Asset Transfer

Councillor Mackenzie provided an update. The Trustees met yesterday. The Business Plan has now been submitted to Bradford Council, but no response has been received, although they have provided some lease terms. The Trustees have now invited Duncan Watson, who was nominated by Menston Community Association, to join them. Heather Norreys has been appointed as the Centre Manager on a transitional basis for seven months and a Caretaker will be appointed at a future date. The Trustees have agreed to honour the current hall bookings and work out a revised fee structure. They are also arranging to meet with Menston Bowling Club Committee.

The Trustees have also agreed to hold an Open Day on 14th April which will provide an opportunity to hear about the new proposals and to tour the building.

Duncan Watson had looked through the lease terms from Bradford Council and agreed to forward his comments to Councillor Mackenzie.

2018/036 Roundabout markings

The email with roundabout markings from Simon D'Vali was discussed and it was agreed that this was not relevant to Menston.

Concerns were raised about traffic failing to comply with the new stop sign at the junction of Bingley Road and Main Street. Councillor Smith agreed to liaise with Simon D'Vali about this matter at the Neighbourhood Forum.

Councillor Metcalfe advised the meeting that the traffic mirrors still need to be installed and that the metal poles need to be ordered.

2018/037 General Data Protection Regulations

The Clerk gave a brief update about the General Data Protection Regulations. These come into force on 25th May, but the Government has yet to enact the Data Protection Bill which might make some changes to the regulations. Each Parish Council needs to appoint a Data Protection Officer, but there is currently some debate about whether the Clerk is a suitably independent or whether this post needs to be outsourced.

It was agreed that the Chairman and the Clerk would carry out a review of all the data held by the Parish Council.

2018/038 Chairman's remarks, correspondence and closed session

Councillor Smith advised the meeting that he had received some complaints about parents parking in East Parade and leaving their car engines running whilst waiting to collect their children from school. It was agreed that the Parish Council would put a notice on the village

website asking these parents to be more considerate and switch off their car engines, and ask the school to post a similar notice.

2018/039 Items to be considered in closed session

None.

2018/040 Agenda items for the next meeting

2018/041 Date of next meeting

The next meeting will be held on Thursday 22nd March 2018 at 7.00pm in Room 17, Kirklands Community Centre.

There was no further business and the meeting closed at 8.10pm