

**MENSTON PARISH COUNCIL**  
**PARISH COUNCIL MEETING**  
Thursday 24<sup>th</sup> September 2020 at 7.15pm

**MINUTES**

**Present:** Councillors Peter Finlay (Chairman), Gordon Metcalfe, Philip Moore, Jamie Needle, Dale Smith, Goodith White, Jo White

**Clerk:** Catriona Hanson

**2020/150 Introduction and welcome from the Chairman**

Councillor Finlay welcomed everyone to the meeting.

**2020/151 To receive any apologies for absence**

None.

**2020/152 To receive any disclosures of interest and requests for dispensation**

The following disclosures of interest were noted:

Councillors Finlay and Smith – Governors at Menston Primary School and Trustees at the Kirklands (Menston) Trust

Councillors Needle and Smith – members of Climate Action Menston

Councillor Finlay – electrical work for the Christmas lights

**2020/153 Public participation**

One member of the public was present at the meeting.

**2020/154 Minutes of the previous meeting and update on matters arising**

**RESOLVED:** to accept the minutes of the Parish Council meeting on 20<sup>th</sup> August 2020 as a true and accurate record. It was agreed that a copy of the minutes would be signed at a subsequent meeting.

**Proposed:** Councillor Metcalfe

**Seconded:** Councillor Finlay

**2020/154 Variation to the agenda**

**RESOLVED:** to consider the Finance items and the grant applications from 'Rambling on' and 'Menston Walks'

**Proposed:** Councillor Finlay

**2020/155 Finance**

A grant application for £3,000 from 'Rambling on' was considered by the Parish Council. Rachel Winter, the group leader, answered a number of queries about the application and the walking group. It was

**RESOLVED:** to ask Ms Winter to provide more detailed information, particularly about the group's insurance requirements and for these to be circulated to the Parish Council for their information.

**Proposed:** Councillor Finlay

A grant application for £3,000 to produce a book of Menston walks was considered by the Parish Council. It was

**RESOLVED:** that Councillor Goodith White would obtain a quote from SmallPrint for printing 200 posters which could be used to seek sponsorship to promote the book. The quote will be circulated to the Parish Council for approval.

**Proposed:** Councillor Finlay

**2020/21 Salary increase**

**RESOLVED:** to agree to the National Salary Award for 2020/21 backdated to April 2020.

**Proposed:** Councillor Smith

Agreed unanimously

**2020/156 Updates from the Menston Community Association and Menston in Bloom**

**Menston Community Association:** Councillor Moore advised the meeting that Menston Community Association is now looking for additional volunteers to deliver the newsletter.

**Menston in Bloom:** Menston in Bloom has only been able to provide a limited service due to the current restrictions.

**Kirklands (Menston) Trust:** The library has reopened on a part-time basis with books being ordered in advance and exchanged in the foyer and now has around 62-65 visitors each week. Exercise classes are now being run in the main hall and can continue. An NHS Test and Trace QR code is now installed for visitors to use. The Trustees received a presentation about solar panels at their recent meeting and are now looking at the financial viability.

**Climate Action Menston:** Councillor Goodith White had circulated the minutes from the most recent meeting on 16<sup>th</sup> September and these were noted.

**2020/157 Leeds Bradford Airport update**

There is no update.

**2020/158 Consideration of key CCTV coverage in the village to better identify criminality**

Councillor Finlay advised the meeting that he has been in touch with Sgt Hudson and is now waiting for a response. He intends to contact Paula Truman – the Bradford Council ward office for Wharfedale and suggest a resumption of the Ward Officer Team meetings. It was noted that Sgt Hudson has attended some meetings of Burley in Wharfedale Parish Council and the Clerk was asked to contact the Clerk to Burley Parish Council for advice.

**2020/159 Assets of Community Value**

Councillors Metcalfe, Needle and Smith have been joined by three local residents and are now working on a number of proposals. The Parish Council

**RESOLVED:** to provide funds for professional advice. It was agreed that any funding requests would be approved by email.

**Proposed:** Councillor Needle

**2020/160 Fitness trail update, new play equipment and new entrance for Menston Park**

Councillor Jo White had circulated a proposal for replacement children's play equipment. After some discussion it was agreed that the proposal is not appropriate and that Councillor White would contact Streetscape to ask for a different range of play equipment which could be used in conjunction with some of the current play equipment. It was suggested that Menston PreSchool be approached for advice about the equipment.

A quote for the work to install an entrance into Menston Park from Bingley Road and to lay a new footpath had been circulated by Councillor Needle. It was agreed that Councillor Metcalfe would source an additional quote and it was

**RESOLVED** that the additional quote would be circulated and a final agreement would be reached by email.

Following the last Parish Council meeting, the Clerk had contacted Bradford Parks Department on two occasions and requested that they repair or replace the broken fence panels surrounding the children's play area which are a health and safety issue, but had not received any response. It was agreed that a further request would be made.

The Clerk had contacted Ben Middleton at Bradford Council on three occasions about the Parish Council taking over the village's parks and greenspaces. Mr Middleton advised the Clerk that he has delegated the matter to a colleague, Neil Charlesworth. Mr Charlesworth has yet to respond to any requests for information. It was agreed that a letter requesting a final decision would be sent.

The final location for the fitness trail has now been agreed and it was agreed that the Clerk would write to Bradford Council's Parks Department advising them that the Parish Council is ready to order the installation of the equipment.

#### **2020/161 Safe pedestrian crossing**

The Parish Council is waiting for a site meeting with Simon D'Vali and Fara Baghban from Bradford Council's Highways Department to discuss the proposed pedestrian crossing and to raise the Parish Council's concerns about construction traffic for the proposed Derry Hill development.

#### **2020/162 Butterfield Park gates**

Councillor Metcalfe attended the site meeting with Brian Dobson from Bradford Council's Parks Department, in lieu of Councillor Jo White. The proposed design for the new gates has been agreed and work on the gates is now underway. Work to level the flags has also taken place and the finished gates will be painted to match the fencing. Councillor Jo White agreed to contact Quentin Mackenzie for advice about the paint colour which was used to re-paint the fencing.

#### **2020/163 To consider appointing a village caretaker**

Councillors Finlay and Needle agreed to arrange a meeting to discuss the appointment of a village caretaker.

#### **2020/164 Neighbourhood Watch**

Councillor Finlay included a request for a replacement co-ordinator in the last edition of the village newsletter, but has not received any expressions of interest.

#### **2020/165 Chairman's remarks and correspondence**

Bingley Road development – access problems. The Clerk advised the meeting that she had written to both the development company and the housing company asking them to install 'No access to construction vehicles' signs at the entrances to Hawksworth Drive and Meadowcroft. Neither organisation had replied.

Councillor Finlay advised the meeting that he has received a proposal to install some electrical sockets on three lamp posts on Main Street at a cost of £200 each. These would enable Christmas lights to be 'plugged into' each lamp post.

Councillor Finlay declared an interest in this item. It was

**RESOLVED:** to accept the quote and agree to the work being carried out

**Proposed:** Councillor Smith

It was noted that there been no expenditure from the Christmas light budget in recent years.

The lights are now in need of some refurbishment and replacement and it was

**RESOLVED** that any proposed costs for these works would be circulated for approval.

**Agreed unanimously**

Councillor Finlay advised the meeting that he is now waiting for advice from Bradford Council about the traditional Remembrance Day service on 11<sup>th</sup> November. He is in discussion with the Rev Steve Proudlove from St John's Parish Church about a possible alternative service which could be run by video conferencing.

**2020/166 Agenda items for the next meeting**

None.

**2020/167 Closed session**

None.

**2020/168 Date of next meeting**

The next Parish Council meeting will be held on Thursday 29<sup>th</sup> October 2020 at 7.00pm. There was no further business and the meeting closed at 8.25pm

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