

Menston Parish Council
Parish Council Meeting
Thursday 24th February 2022 at 7.00pm

MINUTES

Present: Councillors Philip Moore (Chairman), Gordon Metcalfe, Jamie Needle, Dale Smith (by Zoom), Jo White and Goodith White

Clerk: Catriona Hanson

A minute's silence was held before the meeting commenced to pay respect to Peter Finlay who sadly passed away last week. He had been Chairman of the Parish Council since it was founded in 2006 and will be sadly missed.

2022/023 Nomination of an interim Chairman

Councillor Moore asked for nominations for an interim Chairman of the Parish Council.

RESOLVED: to elect Councillor Moore as Chairman

Proposed: Councillor Smith

Seconded: Councillor Goodith White

It was agreed that an election for an interim Vice-Chairman of the Parish Councillor will take place at the March 2022 meeting.

The Clerk explained that a notice advertising the Parish Council's casual vacancy will be posted on the notice board and website and a copy will be forwarded to Bradford Council's Elections Unit.

2022/024 To receive any apologies for absence

None.

2022/025 To receive any disclosures of interest and requests for dispensation

The following disclosures of interest were noted:

Councillor Smith member of Kirklands (Menston) Trust and Menston Library committee

Councillors Needle, Smith and Goodith White – members of Climate Action Menston

2022/026 Public participation

Three members of the public were present at the meeting

2022/027 Minutes of the previous meeting and update on matters arising

RESOLVED: to accept the minutes of the Parish Council meeting on 27th January 2022 as a true and accurate record.

Proposed: Councillor Needle

2022/028 To receive a presentation from the Kirklands (Menston) Trust

Ed Brundle and Richard Wightman from the Kirklands (Menston) Trust gave an update about the building improvements which have taken place since Kirklands Community Centre was transferred to the Trust in 2017 and their vision for the future. Mr Brundle explained that parts of the building were very much in need of repair and the Trust has taken the view that any improvements should include energy efficiency measures. Mr Wightman gave an update about the Trust's income and expenditure and answered a number of questions about financial priorities.

It was agreed that the Trust would submit any future applications to the Parish Council using the formal grant application process.

It was also agreed that, from April 2022, the Trust would refund any clerk fees to the Parish Council.

Councillor Moore thanked Mr Brundle and Mr Wightman for their presentation.

2022/029 Finance

- To pay the monthly salary invoice
- To reimburse the Clerk £14.39 for Zoom subscription February 2022
- To reimburse the Clerk £105.97 for Norton Anti-virus software and printer cartridges
- To authorise the clerk for 54 additional hours worked in 2021-22 for the Kirklands (Menston) Trust
- To agree to pay £67.50 for the February rent for Menston Family and Friends Hub at Kirklands

RESOLVED: to pay these invoices

Proposed: Councillor Moore

2022/030 Platinum Jubilee 2022

Councillors Metcalfe gave an update about the recent meeting of the Platinum Jubilee Committee on 9th February. A number of events and activities have been planned for the weekend of Thursday 2nd – Sunday 5th June. The organising committee hope that the event will be self-funding, but it was agreed that the Parish Council would underwrite the event to a maximum of £5,000.

The next meeting will take on 2nd March and Councillor Metcalfe invited Councillor Moore to attend.

2022/031 Management of parks and green spaces in Menston

An initial online meeting with members of the Parish Council only has been arranged for 2nd March.

It was agreed that any decisions about the following matters would be deferred until the meeting has taken place:

- Derry Lane play area
- Menston Parks Wildflower bed
- Menston Park fitness equipment access path
- New fence in Menston Park

2022/032 Website update

Councillor Goodith White gave an update about the website. A meeting with one of the software developers took place last week and the coding work for the site can now begin. The contact details and information need transferring to the new site and it was agreed that Councillor Goodith White would ask the software developers to provide a quote for this work.

2022/033 Wharfedale Greenway

Councillor Needle gave an update about the Wharfedale Greenway.

2022/034 Leeds Bradford Airport

Marilyn Banister gave an update about the planning appeal to the proposed airport expansion and the position statement from Galba. Cllr Bob Felstead had provided a copy of the proposed response from Burley in Wharfedale Parish Council. Following a discussion, it was agreed that the Parish Council would investigate the use of an online survey to garner local opinion before reaching a decision about which stance to take. Councillor Goodith

White agreed to investigate potential online survey programs and the Clerk agreed to contact the YLCA to ask for their advice.

2022/035 Safe pedestrian crossing and pavement improvements on Bingley Road

Councillor Metcalfe gave an update. The proposed meeting had been cancelled and will be re-arranged.

Concerns were expressed about a number of pot holes on Bingley Road and the Clerk was asked to report them to Kevin Whittaker from Bradford Council.

2022/036 Moor Lane development

Councillor Metcalfe gave an update. He had met with the site agent recently. Temporary measures have been erected to cope with the recent flooding until an attenuation tank can be installed.

2022/037 Menston Station lift

It was noted that the Parish Council has not been consulted by Network Rail about the proposed lift at the railway station and is therefore unable to make any comments about the proposal.

2022/038 To appoint a Parish Council representative to the Menston Memorial Cottage charity

RESOLVED: to appoint Councillor Goodith White as the Parish Council's representative.

2022/039 Menston Co-op

Councillor Moore thanked Councillor Smith for the summary which he had circulated following the recent meeting. It was noted that the Co-op's management team had agreed to keep the Parish Council informed of any decisions.

It was agreed that the Parish Council would apply for the Co-op building to be listed as an Asset of Community Value and Councillor Smith and the Clerk agreed to produce the necessary paperwork.

2022/040 To agree an increase to the Clerk's contracted hours of employment in relation to taking on the role of Responsible Financial Officer for the Parish Council

RESOLVED: to increase the Clerk's contracted hours to 10 per week to take account of the additional hours as Responsible Financial Officer and to set up a Financial Sub-Committee consisting of Councillor Moore, Councillor Metcalfe and the Clerk to review the Parish Council's accounts periodically.

Proposed: Councillor Moore

2022/041 Chairman's remarks and correspondence

None.

2022/042 Agenda items for the next meeting

- Election of an interim Vice-Chairman of the Parish Council
- Councillor Jo White suggested including an item about overgrown hedges.
- To consider making an annual payment for the Menston Family and Friends Hub meeting room costs

2022/043 Items to be considered in closed session

None.

2022/044 Date of next meeting

The next meeting will be held on Thursday 31st March 2022 at 7.00pm. It was agreed that as Covid restrictions have now been lifted that members of the public would be invited to attend future meetings in person.

There was no further business and the meeting closed at 8.35pm

DRAFT