

Menston Parish Council
Parish Council Meeting
Thursday 25th November 2021 at 7.00pm

MINUTES

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

Clerk: Catriona Hanson

2021/203 Introduction and welcome from the Chairman

Councillor Moore welcomed everyone to the meeting.

2021/204 To receive any apologies for absence

Apologies for absence were received and accepted from Councillors Peter Finlay and Jo White.

2021/205 To receive any disclosures of interest and requests for dispensation

The following disclosures of interest were noted:

Councillor Metcalfe – Member of Menston Cricket Club

Councillor Smith member of Kirklands (Menston) Trust, Menston Library committee, Menston Cricket Club, Menston Scouts and Governor at Menston Primary School

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

2021/206 Public participation

Three members of the public were present at the meeting (via Zoom).

2021/207 Minutes of the previous meeting and update on matters arising

RESOLVED: to accept the minutes of the Parish Council meeting on 28th October 2021 as a true and accurate record.

Proposed: Councillor Metcalfe

Seconded: Councillor Needle

2021/208 Finance

- To agree to pay the monthly salary invoice from Bradford Council
- To pay £720 (inclusive of £120 VAT) to PKF Littlejohn – external auditors
- To pay £33.75 to the YLCA for a Local Council Code of Conduct training course
- To refund the Clerk £14.39 for the October Zoom subscription
- To pay £520 to SmallPrint for the printing of the Armistice Day and Remembrance Sunday services
- To agree to make a contribution of £1,700 (agreed in January 2021) towards the grass cutting at Menston Bowling Club

RESOLVED: to pay these invoices

Proposed: Councillor Smith

It was agreed that any invoices received in December would be processed for payment by Councillor Moore, Councillor Metcalfe and the Clerk.

The Parish Council received a presentation from two representatives of Menston Cricket Club about their proposals to provide a greater range of facilities. The Parish Council requested a breakdown of costs and more details about the main stages which would initiate the drawing down of funds. The Parish Council

RESOLVED that they were minded to support Menston Cricket Club when more details are made available and the Club has been able to provide more information about the costs of the scheme.

Proposed: Councillor Smith

2021/208 To note the response of the external auditor to the Parish Council accounts 2020-21

The Clerk advised the meeting that the Council's external auditors, PKF Littlejohn have now issued their final report following the limited assurance review of the Parish Council's finances. The Notice of Conclusion of Audit and a copy of the completed form have been added to the Parish Council pages of the website.

2021/209 To agree the Parish Council precept for 2022-23

A report presenting the current level of expenditure, together with an estimate of proposed expenditure to the end of the current financial year and potential expenditure for 2022-23 was presented and discussed by the Parish Council. It was

RESOLVED: to retain the current level of precept at £54 per band D household. This will yield £119,286 in 2022-23

Proposed: Councillor Moore

Seconded: Councillor Metcalfe

Carried unanimously

2021/210 To receive a report from the recent meeting of Menston Memorial Cottage Charity

Councillor Goodith White gave an update about the most recent meeting, held on 5th November. Roger Banister's nomination as one of the Parish Council's representatives was endorsed by the Trustees.

The Trust received a presentation from Francesca Bridgwater from MANT about their suggestion for re-wilding of Porritt's Field. The Trustees have agreed to consider the suggestion.

2021/211 To endorse a response to a consultation exercise about Airspace Change

The Parish Council agreed to endorse the proposed response from Marilyn Banister to the Airspace Change Consultation.

2021/212 Menston Park Wildflower bed

A meeting will be arranged with Bradford Council's Parks and Street Cleansing Manager, Brian Dobson, to discuss the future of the wildflower bed in Menston Park. It was agreed that Councillors Gordon Metcalfe and Jo White would represent the Parish Council. Councillor Smith would attend in his capacity as a ward councillor and that Mark Aldred and Francesca Bridgwater from MANT and Geoff Lomas from Menston in Bloom would also be invited. The Clerk was asked to contact Brian Dobson to agree a date.

Mark Aldred advised the meeting that Menston in Bloom and MANT had set up a preliminary site meeting in Menston Park on Monday 29th November and Councillor Metcalfe agreed to represent the Parish Council at this meeting.

2021/213 Management of parks and green spaces in Menston

The Clerk had circulated a response from Bradford Council's Parks and Green Spaces Manager about the proposals for the Parish Council to manage the village green spaces. It was agreed that the Clerk would arrange a meeting between Councillors Metcalfe and

Needle from the Parish Council, ward councillors and the representatives from Bradford Council.

2021/214 Otley Lido refurbishment

The Clerk reported that she and Councillor Metcalfe has been in contact with the Friends of Otley Lido and had encouraged them to submit a grant application in support of the project. As there had been no communication from the group it was agreed that the Clerk should contact them again, prior to the January Parish Council meeting.

2021/215 Armistice Day Service

Councillor Moore reported that both the Armistice Day Service and the Remembrance Sunday Service had been very well received and that he wished to extend his thanks to the two people playing bugles at the service. He had already thanked those members of the clergy who had led the services.

2021/216 The Queen's Platinum Jubilee in 2022

Chris Steele from Menston Community Association advised the meeting that a group has now been set up to arrange the celebrations in Menston and that they will hold an inaugural meeting in January. More information about the proposals is detailed in the Menston Community Association minutes. Kirklands has already been booked for an all-day event on Saturday 4th June.

2021/217 Derry Lane Children's play area

Councillor Metcalfe reported that he has carried out a site visit at the Derry Lane play area. The grass is in good condition, but the park would benefit from the refurbishment of the current swings and the addition on some new more adventurous play equipment. Councillor Jo White has agreed to investigate and her recommendations will be worked up and costed before being made widely available for public consultation.

2021/218 Menston Park fitness equipment access path

Councillor Metcalfe advised the meeting that the fitness equipment needs an access path suitable for wheelchair users. Mark Aldred agreed to forward a plan of the fitness equipment. It was agreed that the Parish Council would approach Midgley and Palmer and ask them to draw up a proposal which would be made available for public consultation.

2021/219 Website update

Councillor Goodith White gave an update about the website. She and the Clerk have been contacting the various groups and organisations in Menston to ask them to update their details for the new website and hope to complete this exercise by the end of December.

2021/220 Wharfedale Greenway

Councillor Goodith White had attended the last Zoom meeting of the steering group on 9th November as Councillor Needle was unavailable and so she gave an update from the meeting. Proposals for stage 1 of the Greenway from Otley to Burley in Wharfedale are being drawn up at the moment. Consultation with a landowner for part of the Menston stage will be taking place in January.

2021/221 Safe pedestrian crossing

Councillor Metcalfe had attended the meeting arranged on 5th November by Simon D'Vali to discuss the proposals. Mr D'Vali has agreed to forward a revised scheme to the Parish Council and Councillor Metcalfe agreed to chase this up.

2021/222 Menston Station lift

Councillor Smith advised the meeting that he now has a contact at Network Rail and will be making inquiries about the proposed lift for Menston Station.

2021/223 Chairman's remarks and correspondence

Councillor Moore advised the meeting that the Menston Action Group has now disbanded and any remaining funds have been transferred to Menston in Bloom to plant a tree to mark the work carried out by the group. Councillor Moore advised the meeting that his declaration of interest will no longer include membership of Menston Action Group.

2021/224 Agenda items for the next meeting

None.

2021/225 Items to be considered in closed session

An item about Parish Council procedure was discussed in closed session.

2021/226 Date of next meeting

The next meeting will be held on Thursday 27th January 2022 at 7.00pm.

There was no further business and the meeting closed at 8.15pm

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