

**Menston Parish Council**  
**Parish Council Meeting**  
Thursday 29<sup>th</sup> September 2022 at 7.00pm

**MINUTES**

**Present:** Councillors Philip Moore (Chairman), Marilyn Banister, Jamie Needle, Dale Smith, Goodith White and Jo White

**Clerk:** Catriona Hanson

**2022/196 Welcome and introduction from the Chairman of the Parish Council**

Councillor Moore welcomed everyone to the meeting.

**2022/197 To receive any apologies for absence**

Apologies were received from the Councillor Metcalfe

**2022/198 To receive any disclosures of interest or requests for dispensation**

The following disclosures of interest were noted:

Councillors Needle and Goodith White – members of Climate Action Menston

Councillor Banister – Non-pecuniary interest in Streetspace and member of Climate Action Menston

Councillor Smith – District Councillor, member of Menston Cricket Club, Kirklands (Menston) Trust, Menston in Bloom, Menston Community Association and Menston Library committee, Scout supporter and Menston Primary School Governor.

**2022/199 Public consultation and question time**

None.

**2022/200 Minutes of previous meeting and progress report**

**RESOLVED:** that the minutes of the Parish Council meeting on 25<sup>th</sup> August 2022 be accepted as a true and accurate record.

**Proposed:** Councillor Smith

**2022/201 Finance**

- Monthly salary invoice
- Catriona Hanson – monthly zoom fee (£14.39)
- Catriona Hanson – stationery (£11.00)
- Catriona Hanson – office rent (£208 - April – September 2022)
- To agree to renew the annual SLCC fees (£144)
- Menston village newsletter - £1,760
- To note the payment of £1,700 to Menston Bowling Club (agreed at the Parish Council meeting in January 2022)

**RESOLVED:** to pay these invoices

**Proposed:** Councillor Smith

**2022/202 To agree meeting room fees**

**RESOLVED:** to pay the meeting room fees for Kirklands

**Proposed:** Councillor Goodith White

**2022/203 To nominate a representative from the Parish Council to the Kirklands (Menston) Trust**

**RESOLVED:** to nominate Councillor Jo White as the Parish Council's representative to the Kirklands (Menston) Trust.

**Proposed:** Councillor Goodith White  
Councillor Jo White accepted the nomination.

**2022/204 To agree a response to Bradford Council's Emergency Planning Team**

Councillor Jo White agreed to contact Nigel Cawthorne and make inquiries. It was agreed that the Parish Council would add any additional details to the form, as required.

**2022/205 To confirm the arrangements for the Remembrance Services**

Councillor Moore had been in contact with the Reverend Steve Proudlove who had agreed to conduct the Service. Councillor Moore agreed to confirm arrangements for the sound system with Rob Finlay. Councillor Goodith White agreed to contact the piper who had performed at a previous service. Councillor Jo White agreed to contact SmallPrint about the Order of Service. The Clerk agreed to arrange a poppy wreath.

**RESOLVED:** to fund the room hire, staff charges and refreshment costs.

**Proposed:** Councillor Smith

**2022/206 To consider a request to participate in a local radio programme**

The Clerk was asked to invite the inquirer to a meeting with the Parish Council to discuss the proposal in more detail.

**2022/207 To discuss setting up a memorial to Peter Finlay**

Following a discussion, it was agreed that collection boxes would be made available in the library, post office and local shops.

Councillor Smith agreed contact the members of his email distribution list with information about the location of any collection boxes and advice about contacting the Clerk to make a contribution electronically. Councillor Goodith White agreed to add a similar notice to the village Facebook page.

**2022/208 Library Service Level Agreement**

Councillor Smith gave an update. The previous Service Level Agreement has been extended and will now expire in April 2024. Consultation may take place following the budget setting process.

**2022/209 To receive an update about improvement to the parks in Menston**

Councillors Banister and Jo White attended the recent meeting of the Menston Park Group. In addition to new play equipment, the group is keen to refurbish some of the existing play equipment. Bradford Parks has agreed to make a contribution to the equipment and the group is keen to apply to the Parish Council for some CIL funds. The next meeting will take place on 12<sup>th</sup> October at 7.30pm. Councillor Smith recommended hiring a meeting room at Kirklands and making the meeting minutes widely available.

Councillor Moore thanked Councillors Banister and Jo White for the update.

**2022/210 To receive an update about the Wharfedale Greenway**

Councillor Needle gave an update about the recent meeting. The group has now received additional funds from the Department for Transport. Further feasibility work is required for the Menston link. The group has made some progress on the feasibility of the Burley to Ilkley link. More detailed designs have been produced for the Otley to Burley link, but there are still some issues with the proposed layout.

**2022/211 Leeds Bradford Airport – to receive an update**

Councillor Banister gave an update about the recent meeting. She had circulated a link to the draft minutes and the Clerk agreed to forward this to the Parish Council. Councillor Bob Felstead is looking at the Air Space Change Proposal in relation to the flight path over Menston and Burley. The Airport Authority is proposing to submit a new planning application for a replacement Passenger Terminal.

**2022/212 The provision of safe pedestrian crossing on Main Street, by Menston Primary School - to receive an update**

Councillor Smith gave an update. A consultation with local residents near Menston Primary School will be taking place in October. Councillor Banister advised the meeting that she is still awaiting a response from Menston Primary School.

**2022/213 To receive an update about the ACV applications**

Councillor Smith had circulated a response from Co-operative Foods which said it was still in negotiations with a potential franchisee.

Bradford Council has approved the application for The Fox and Menston Cricket Club.

Councillor Needle gave an update about The Malt Shovel. He agreed to contact the Trustees again and to report back at the next Parish Council meeting.

**2022/214 Chairman's remarks and correspondence**

Councillor Goodith White advised the meeting that an email has been received from Cheryl Thornton from Menston in Bloom about a golden ash tree which was planted to commemorate the Queen's Golden Jubilee. The tree has now developed ash die-back disease. It was agreed that Councillor Goodith White would contact Richard Wightman who planted the tree and ask whether he would prefer the tree to be treated by a tree surgeon or replaced by a different tree. It was agreed that the Parish Council would fund any work required.

**2022/215 To consider any items to be held in closed session**

None.

**2022/216 Agenda items for the next meeting**

To receive an update about the Community Infrastructure Levy and to consider any applications received.

Quarterly financial update.

Meeting dates for 2023

**2022/217 Date of next meeting**

Thursday 27<sup>th</sup> October 2022 at 7.00pm