

Menston Parish Council
Parish Council Meeting
Thursday 23rd February 2023 at 7.00pm

MINUTES

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

Clerk: Catriona Hanson

2023/024 Welcome and introduction from the Chairman of the Parish Council

Councillor Moore welcomed everyone to the meeting.

Councillor Smith suggested amending the start time for future Parish Council meetings to 7.05pm to allow sufficient time to set up the projector and laptop and this was agreed by the Parish Council.

2023/025 To receive any apologies for absence

Apologies were received and accepted from Councillor Goodith White

2023/026 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, Menston Library committee, Climate Action Menston, MANT, Menston Retired Men's Forum, Menston Christmas Lights, Menston Heritage Group, Scout supporter and Menston Primary School Governor.

2023/027 Public consultation and question time

None.

2023/027 Minutes of previous meeting and progress report

RESOLVED: that the minutes of the Parish Council meeting on 26th January 2023 be accepted as a true and accurate record with the addition of the following text requested by Councillor Banister:

2023/015 To receive an update from the Menston 2025 Heritage Group

Councillor Banister gave an update. The group now has access to a room in Menston library for the storage of archive materials and will be fitting it out shortly. Cllr Smith explained that he will be donating some items to display. The group is working on creating a heritage trail using QR codes. Councillor Goodith White will be coordinating the collection of digitally stored archive material for the University of Oxford's "Their Finest Hour" project.

Proposed: Councillor Moore

2023/028 Finance

- Monthly salary invoice
- Catriona Hanson – monthly zoom fee (£14.39)
- Catriona Hanson – stationery (£56.64)
- To reimburse the Clerk for 6 additional hours work (Coronation and Highways meetings)
- Kirklands Trust - £207.60 (Coronation and highways meetings room booking and library cleaning)

RESOLVED: to pay these invoices

Proposed: Councillor Moore

The Parish Council also agreed:

- to set aside £40 towards any fees for additional work on the website
- to fund the hire of a maypole for the coronation celebrations
- to fund the purchase of some coronation spoons to be engraved and presented to children at Menston Primary School and Menston nurseries
- to authorise the Coronation working party to spend up to £6,000 on events and activities and report back to the Parish Council

To note the following payments:

- Menston Preschool – CIL grant approved in November 2022 (£6,600)
- Andrew Towleron – Neighbourhood Plan work (£2,860)

2023/029 To agree and approve the Parish Council's quarterly financial update and amendments to the 2023/4 budget

The Parish Council agreed and approved the quarterly financial update.

Following a discussion about the draft budget for 2023-24, Councillor Smith made the following recommendations for the transfer of monies between budget items:

- Increase the salary budget for the Clerk
- Increase the salary budget for the Librarian
- Reduce the Election budget from £15,000 to £13,000
- Reduce the Contingencies budget from £7,000 to £4,000
- Reduce the 20mph Speed Limit budget from £10,000 to £7,000
- Reduce the Kirklands Trust grant from £30,000 to £27,000

RESOLVED: to agree these amendments to the budget

Proposed: Councillor Smith

2023/030 To agree to fund a defibrillator at Kirklands

It was agreed that the Parish Council would pay for the installation and maintenance of a defibrillator to be installed on an exterior wall at Kirklands.

2023/031 To receive an update about the Coronation Working Party

Councillor Metcalfe gave an update. The first meeting took place on 7th February and was well-attended, but would benefit from representation from the Scouts and Schools and from other members of the Parish Council. Minutes of the meeting have been circulated and the next meeting will take place on Tuesday 7th March.

2023/032 To discuss the Parish Council's concerns about bus services and routes

Councillor Smith explained that he has been in touch with Trans Dev about the possible removal of bus services. Trans Dev have recommended contacting the West Yorkshire Combined Authority (WYCA) and so he has now contacted Councillor Bob Felstead to ask for a contact name.

2023/033 To receive an update about improvement to the parks in Menston

Councillor Jo White gave an update. John Flinn is now waiting for suggestions from members of the group before working up any ideas. The group is also going to liaise with Menston in Bloom about areas of the park to develop. Once ideas have been agreed the group will approach the Parish Council for a CIL grant.

2023/034 To agree a response to Bradford Council's Emergency Planning Team

There was no update.

2023/035 to receive an update about the memorial fund for Peter Finlay

Councillor Smith gave an update about the memorial fund and suggested that the Parish Council might like to commission a bench which would represent Peter's various contributions to Menston. Councillor Jo White agreed to approach John Flinn about a possible design and report back at the next meeting.

2023/036 to receive an update from the Kirklands (Menston) Trust

A financial update had been received from the Kirklands Trust and it was agreed to discuss this at the next Parish Council meeting.

2023/037 To receive an update from the Menston 2025 Heritage Group

Councillor Banister gave an update. The group has met with the Creative Director of Bradford 2025 who would like to see every community holding events to mark the year of culture.

2023/038 To receive an update about the Wharfedale Greenway

There is no update.

2023/039 Leeds Bradford Airport – to receive an update

Councillor Banister gave an update. The Clerk had sent a letter about the alleged breach of the night-time flying quota to the Principal Compliance Officer and Environmental Study Officer at Leeds City Council. There have been no responses.

2023/040 To receive an update about highways issues

It was agreed that the Clerk would liaise with Simon D'Vali about a suitable meeting date to discuss Bradford Council's highways proposals for Menston

2023/041 To receive an update about the ACV applications

Councillor Smith gave an update about the former Co-op premises on Main Street.

2023/042 Chairman's remarks and correspondence

None.

2023/043 To consider any items to be held in closed session

None.

2023/044 Agenda items for the next meeting

Kirklands Trust financial information.

2023/045 Date of next meeting

It was agreed that the next meeting will take place on Thursday 30th March 2023 starting at 7.05pm.