

**Menston Parish Council**  
**Parish Council Meeting**  
**Thursday 30<sup>th</sup> March 2023 at 7.00pm**

**MINUTES**

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

**Clerk:** Catriona Hanson

**2023/046 Welcome and introduction from the Chairman of the Parish Council**

Councillor Moore welcomed everyone to the meeting.

**2023/047 To receive any apologies for absence**

None.

**2023/048 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.

**2023/049 Public consultation and question time**

Two members of the public were present.

**2023/050 Variation to the agenda**

**RESOLVED:** to vary the agenda to receive the update about the community fridge next.

**Proposed:** Councillor Moore

**2023/051 To receive an update about the community fridge**

Cathy Tully attended the meeting to talk about the community fridge. She had already circulated a report outlining the progress to date and answered a number of questions raised by members of the Parish Council. There are sufficient volunteers and a rota has been organised so that the volunteers only attend every few weeks to avoid 'volunteer fatigue'.

The scheme has been publicised in the library and Kirklands and an article was added to the village newsletter. It was suggested that the scheme's poster could be placed in local cafes and takeaways. An added benefit of the scheme is that older people often pop in for some food and stay for a chat and local families in financial hardship have felt able to use the scheme. The scheme is now looking for some display shelves and has decided to start some fundraising initiatives including the sale of cotton shopping bags with the scheme logo.

Voluntary donations have raised over £270. The scheme will be reviewing running costs after six months.

Councillor Smith welcomed the report and congratulated the project for helping save more than two tonnes of food from landfill and for helping hidden disadvantaged and vulnerable people. Mrs Tully agreed to circulate a copy of her report to the Kirklands (Menston) Trust and to provide a summary which could be added to the village website. Councillor Banister advised Mrs Tully that an article could be added to the monthly parish news.

Councillor Moore thanked Mrs Tully for her presentation

### **2023/052 Minutes of previous meeting and progress report**

**RESOLVED:** that the minutes of the Parish Council meeting on 23<sup>rd</sup> February 2023 be accepted as a true and accurate record.

**Proposed:** Councillor Needle

### **2023/053 Finance**

- Monthly salary invoice
- Catriona Hanson – monthly zoom fee (£14.39)
- Room hire – Highways meeting and Coronation Group meeting (£30)
- Room hire – Menston Heritage Group meeting (£10)

**RESOLVED:** to pay these invoices

**Proposed:** Councillor Moore

### **2023/054 CIL funds – to agree a mechanism for agreeing to make grant payments and to consider under what criteria the Parish Council agrees to fund any CIL grant applications from outside the Parish Council boundary**

It was agreed that the payment of each CIL grant application would be judged on its own merits and that any grant applications from outside the Parish Council boundary would be funded from the precept rather than CIL – dependent on meeting the necessary criteria.

After a discussion about the CIL application from Menston Cricket Club, it was agreed that the Chairman and Clerk would liaise with Menston Cricket Club about progress and make the first stage payment of £25,000 once this is considered to be satisfactory.

### **2023/055 To consider a proposal to purchase and install some ‘Welcome to Menston’ signs**

Councillor Jo White agreed to research the costs associated with some new signs and to bring this back to the next meeting.

### **2023/056 To receive an update about the May 2023 Parish Council elections**

It was agreed that all candidates would be invited to write a brief summary about themselves (maximum of 150 words) which will be posted on the village website.

### **2023/057 To receive an update about the trees in Menston Park**

Councillor Jo White gave an update. She had been concerned about the condition of the large mature trees in Menston Park as two large trees had been blown down in recent years. The Clerk contacted Bradford Council and Councillor Jo White had been present when the Bradford Council Surveyor visited the park. Two replacement trees will be planted and some poplar trees near the Scout Hut will be removed in the summer.

### **2023/058 To receive an update from the recent meeting of the Local Access Forum**

Councillor Goodith White gave an update from the recent meeting of the Local Access Forum. The meeting had discussed Public Rights of Way and revealed that it is easy to make changes. The meeting had also discussed the maximum number of dogs which can be walked per walker.

### **2023/059 To receive an update about the Coronation Working Party**

Councillor Metcalfe gave an update. The second meeting took place on 7<sup>th</sup> March. Unfortunately, the Maypole has had to be cancelled.

The coronation spoons have now been ordered and it was agreed that the Parish Council will take responsibility for distributing these to local children during the celebrations. Any children not able to attend the celebrations will be invited to apply to the Parish Council afterwards. The Scouts are organising some activities for the Bank Holiday Monday. The next meeting takes place on Tuesday 4<sup>th</sup> April.

**2023/060 To discuss the Parish Council's concerns about bus services and routes**

Councillor Smith is now waiting for a response from the West Yorkshire Combined Authority (WYCA).

**2023/061 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.

**2023/062 To agree a response to Bradford Council's Emergency Planning Team**

There was no update.

**2023/063 to receive an update about the memorial fund for Peter Finlay**

Councillor Smith gave an update about the memorial fund. Councillor Goodith White agreed to contact Menston Arts Group and ask whether they are able to produce some designs for a memorial bench. Councillor Jo White agreed to contact John Flinn.

**2023/064 to receive an update from the Kirklands (Menston) Trust**

Councillor Jo White gave an update about the recent Kirklands (Menston) Trust meeting which took place on 29<sup>th</sup> March. The Trust will be looking at ways of controlling the existing radiator thermostats to save heating costs. A new theatre group has now booked several sessions at Kirklands which will generate some much-needed income. The meeting also discussed proposals to re-decorate the Wharfe Room and to update the website.

**2023/065 To receive an update about the purchase of a defibrillator at Kirklands**

The purchase of a defibrillator was discussed at the Kirklands Trust meeting on 29<sup>th</sup> March. It was agreed that an exterior defibrillator and cabinet should be purchased and installed either outside the Doctors' Surgery or near the Rideaway premises. Management and maintenance of the defibrillator will be added to the compliance register for Kirklands. The Parish Clerk and Centre Manager will deal with the purchase and installation.

**2023/066 To receive an update from the Menston 2025 Heritage Group**

Councillor Banister gave an update. Work is continuing on the archive and trail. Councillor Goodith White has now been in touch with Oxford University. The next meeting will take place on 17<sup>th</sup> April.

**2023/067 To receive an update about the Wharfedale Greenway**

Councillor Goodith White gave an update. Some problems have arisen with the proposed layout and new planning applications are needed.

**2023/068 Leeds Bradford Airport – to receive an update**

Councillor Banister had circulated her notes from a meeting of the Airport Consultative Committee meeting on 15<sup>th</sup> March.

**2023/069 To receive an update about highways issues**

Councillor Smith advised the meeting that he has emailed Simon D'Vali and advised him that the promised meeting notes and timetable have not been received from the Bradford Council officers who attended the Menston highways meeting. No response has been received.

It was agreed that the Clerk would contact Simon D'Vali and Craig Williams and express concerns about the lack of communication and forward Councillor Banister's meeting notes, asking them to acknowledge that these are a true and accurate record of the meeting and that the Parish Council would like to carry them forward.

**2023/070 To receive an update about the ACV applications**

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

**2023/071 Chairman's remarks and correspondence**

Councillor Goodith White expressed concerns about a re-occurrence of some anti-social behaviour in Menston Library. Councillor Smith asked for details and agreed to forward these to the Librarian.

An email had been received from a local resident expressing concerns about the state of the wall next to a footpath from Derry Hill to Moor Lane. Councillor Metcalfe agreed to carry out a site visit and discuss this item at the next Parish Council meeting.

**2023/072 To consider any items to be held in closed session**

None.

**2023/073 Agenda items for the next meeting**

None.

**2023/074 Date of next meeting**

It was agreed that the next meeting will take place on Thursday 27<sup>th</sup> April 2023 starting at 7.05pm.

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