

**Menston Parish Council**  
**Parish Council Meeting**  
**Thursday 26<sup>th</sup> October 2023 at 7.05pm**

**MINUTES**

**Present:** Councillors Philip Moore (Chairman), Marilyn Banister, Lisa Greer, Dale Smith, Chris Steele, Goodith White and Jo White

**Clerk:** Catriona Hanson

**2023/248 Welcome and introduction from the Chairman of the Parish Council**

Councillor Moore welcomed everyone to the meeting.

**2023/249 To receive any apologies for absence**

None.

**2023/250 To receive any disclosures of interest or requests for dispensation**

No further disclosures of interest from those made at the Annual Parish Council meeting were given at the meeting and no requests for dispensation had been received by the Clerk. Councillor Jo White and Councillor Smith declared an interest in the grant application from the Kirklands Trust.

**2023/251 Public consultation and question time**

Three members of the public were present at the meeting.

Councillor Bob Felstead gave an update about a meeting which he and Councillor Steele had attended with Simon D'Vali about highways issues. Councillor Felstead gave an update about the footpath from the Bellway housing estate to Meadowcroft and other highways issues.

Councillor Banister raised some concerns about the lack of a speed cushion at the junction of Cleasby Road and Bingley Road and agreed to forward the details to Councillor Felstead.

**2023/252 Minutes of previous meeting and progress report**

**RESOLVED:** that the minutes of the Extraordinary Parish Council meeting on 26<sup>th</sup> September and the Parish Council meeting on 28<sup>th</sup> September 2023 be accepted as a true and accurate record.

**Proposed:** Councillor Moore

**2023/253 Finance**

To agree to pay the following invoices:

- Monthly salary invoice
- Kirklands - £361.50 (library cleaning £192; Parish Council meetings October – December £85, Neighbourhood Planning meeting £15.75, Heritage meeting £15.75, Airport public meeting £53)
- Design work for a Parish Council logo £150
- Website software update \$49.50 and an ongoing annual fee of \$99 and Neighbourhood Plan questionnaire development work £80
- Remembrance Day orders of service £490

**RESOLVED:** to pay these invoices

**Proposed:** Councillor Moore

**2023/254 To approve the Parish Council's quarterly financial update**

**RESOLVED:** to approve and accept the quarterly financial update

**Proposed:** Councillor Moore

**2023/255 To consider a grant application from the Kirklands Trust**

A grant application for £15,000 had been received from the Kirklands Trust

**RESOLVED:** to approve this grant application

**Proposed:** Councillor Moore

**2023/256 To consider a grant application from Menston Retired Men's Forum**

A grant application for £500 had been received from Menston Retired Men's Forum

**RESOLVED:** to approve this grant application

**Proposed:** Councillor Moore

**2023/257 To consider a grant application from Menston in Bloom**

It was agreed to ask Menston in Bloom to submit the application on the Parish Council's application form.

**2023/258 To receive a presentation about a possible logo for the Parish Council**

Justin Leeming gave a presentation about the design process for devising the Parish Council logo.

**RESOLVED:** to approve the Parish Council logo

**Proposed:** Councillor Jo White

**Seconded:** Councillor Greer

**2023/259 To consider a response to Bradford Council's Play and Development Service**

The Parish Council were in support of the proposal and asked the Clerk to contact the Service and ask for more details.

**2023/260 To consider nominating a local resident to attend a Royal Garden Party in 2024**

**RESOLVED:** to nominate Cathy Tully for her outstanding work setting up and running the Community Fridge and producing the Menston Millennium book.

**Proposed:** Councillor Jo White

**Seconded:** Councillor Banister

**2023/261 To consider a proposal from Menston in Bloom to cultivate part of Menston Park**

It was agreed to discuss this proposal at the next meeting of the Parks group.

**2023/262 To receive an update about the use of social media**

Councillor Goodith White and the Clerk gave an update about the Local Government Association's guidelines for using social media.

**RESOLVED:** To set up a Facebook page for the Parish Council with Councillors Greer, Goodith White and the Clerk as administrators with the proviso that Councillors could still post on the village Facebook page.

**Proposed:** Councillor Greer

**2023/263 To receive an update about the Airspace change process and what, if any, next steps there might be for the Parish Council**

Councillor Banister gave an update on the recent consultation meeting held by Councillor Felstead and the current position with regards to the night-flights. Councillor Goodith White had added a post about the petition to the village Facebook page and it was agreed to add a copy of the link and a QR code to the village website. Councillor Felstead is distributing some flyers and agreed to make some available for Menston residents.

**2023/264 To try and recover some funds for the Coronation celebrations**

It was agreed that Councillor Moore would make an informal approach, in the first instance, to remind the organisation which had offered to make a voluntary donation and he would report back to the next Parish Council meeting.

**2023/265 To receive an update on the park and travellers access**

Brian Dobson had forwarded some ideas about bollards. These are available in black with yellow lines around the top and this had been queried by some members of the Parish Council. The Clerk agreed to chase up an answer.

**2023/266 To consider the purchase of a bench for Westbourne Drive**

The Clerk had queried the procedure with Bradford Council, but not received a response yet.

**2023/267 To consider any action in relation to advertising signs at the gyratory**

Councillor Steele had raised this matter with Leeds City Council's Enforcement Service and the advertising posters were removed after the site visit.

**2023/268 To receive an update about the Welcome to Menston signs**

The Clerk reported that she had contacted Andrew Solomon from Bradford Council on two occasions asking for advice and a possible site meeting to discuss proposed locations and is still waiting for a response. It was agreed that the Clerk would contact Simon D'Vali about the matter.

**2023/269 To receive an update from the Menston Community Association**

Councillor Steele gave an update – the next meeting will be the AGM and will take place on Friday 3<sup>rd</sup> November starting at 7.00pm.

**2023/270 To receive an update from Kirklands (Menston) Trust**

Councillor Jo White gave an update from the recent meeting. Bookings have increased and some of the replacement windows will be installed in the autumn.

**2023/271 To receive an update from Climate Action Menston**

Councillor Banister advised the Parish Council that the next meeting will take place on 15<sup>th</sup> November.

**2023/272 To receive an update from the Wharfedale Greenway**

Councillor Banister advised the meeting that the Friends of Wharfedale Greenway and Sustrans will be discussing a link to Menston from the Otley to Burley in Wharfedale route. This link may not follow the railway line.

**2023/273 To receive an update from the Menston Heritage Group**

Councillor Banister gave an update about a recent visit to Ilkley Library to view some artefacts which could be copied and added to the Menston archive. An archivist company has submitted a quote to carry out this work and Councillor Banister agreed to look for an alternative quote.

**2023/274 To receive an update about Menston Parks**

Councillor Banister reported that the next meeting with Bradford Council will take place on 17<sup>th</sup> November.

**2023/275 To receive an update about the memorial bench for Peter Finlay**

Councillor Smith explained that there is no update.

**2023/276 To receive an update about the footpath from St John's estate to Meadowcroft**

Councillor Steele confirmed that a new street sign has now been ordered.

**2023/277 To receive an update about the proposed defibrillator at Kirklands**

The Clerk gave an update about the defibrillator. The Parish Council has now purchased a defibrillator and cabinet and delivered them to Kirklands. A tender for the electrical work has been received and agreed by the Parish Council.

**2023/278 Chairman's remarks and correspondence**

None.

**2023/279 To consider any items to be held in closed session**

None.

**2023/280 Agenda items for the next meeting**

- Precept 2024-25
- The Parish Council's response to Bradford Council's Emergency Plan

**2023/281 Date of next meeting**

It was agreed that the next meeting of Menston Parish Council will take place on Thursday 30<sup>th</sup> November 2023 at 7.05pm in the Wharfe Room.