



Menston Parish Council

Parish Council Meeting

Thursday 30th November 2023 at 7.05pm

MINUTES

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

Clerk: Catriona Hanson

2023/282 Welcome and introduction from the Chairman of the Parish Council

Councillor Moore welcomed everyone to the meeting.

2023/283 To receive any apologies for absence

Apologies for absence were received and accepted from Councillor Jo White.

2023/284 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.

2023/285 Public consultation and question time

None.

Councillor Bob Felstead had provided an update about the airport petition, the design option for the new Air Change Programme and a programme of funding to provide specialist GP training about menopause issues. It was agreed to circulate his email to the Parish Councillors.

2023/286 Minutes of previous meeting and progress report

RESOLVED: that the minutes of the Parish Council meeting on 26th October 2023 be accepted as a true and accurate record.

Proposed: Councillor Moore

2023/287 Finance

To agree to pay the following invoices:

- Monthly salary invoice
- To pay the Clerk's additional hours for attending 3 Neighbourhood Planning meetings
- Kirklands – Library cleaning (£153.60), WWII meeting (£79.50), Remembrance Sunday meeting (£53), Neighbourhood Plan meeting (£10.50), Heritage meeting (£10.50) total £307.10
- Defibrillator relocation to Menston Scout Hut - electrical installation work (£182)
- PKF Littlejohn (external auditors) £420 (+VAT)
- Smallprint – posters (£5) and banners for Christmas Lights switch-on (£180)
- Smallprint – NDP survey posters (£52)
- Justin Leeming – posters (£50)
- Dave Woods – Neighbourhood Plan survey work (£120)
- Christmas lights – repairs, maintenance and hiring a cherry picker for the installation (£1,000)

RESOLVED: to pay these invoices

Proposed: Councillor Moore

To note the payment of £104.97 (Poppy wreaths for Remembrance services)
To note the payment of £15,000 to the Kirklands Trust
To note the receipt of £3,123.16 (VAT refund claim from HMRC) and £100 from Menston Show (ringfenced to Menston Library)

2023/288 To accept the Parish Council Parish Council budget and precept recommendation for 2024-25

It was agreed to accept the budget for 2024-25 with the following amendment - an allocation of £5,000 to the Wharfedale Greenway.

RESOLVED: to increase the precept for 2024-25 per Band D equivalent to £56.00

Proposed: Councillor Goodith White

Seconded: Councillor Smith

A proposal to retain the level of precept at £54 was withdrawn and a proposal to increase the level of precept to £60 was defeated.

2023/289 National pay award 2023/24

It was agreed that the Chairman and Vice Chairman would meet to review the current pay scale and bring any recommendations to a future meeting.

RESOLVED: to implement the national pay award for 2023/24, backdated to 1st April 2023.

Proposed: Councillor Moore

2023/290 To consider the following grant application

- **Menston in Bloom** - £1,500
- **Menston Scouts and Guides** - £300
- **Menston Thespians** - £3,000

RESOLVED: to agree these grant applications

Proposed: Councillor Moore

2023/291 To agree to fund four play sessions in Menston Park in summer 2024 at a cost of £700 (+VAT) per session

RESOLVED: to agree to fund four play sessions in Menston Park in 2024.

Proposed: Councillor Moore

2023/292 To discuss priorities for the remaining CIL budget

It was agreed that the Parish Council will give consideration to some further works in Menston Park and will also review any suggestions made by Menston residents in response to the Neighbourhood Plan survey.

2023/293 To agree a response to Bradford Council Highways about proposed changes to the junction of Bingley Road and Main Street

It was agreed that Councillor Steele would respond to Bradford Council's Highways to ask whether the proposed Give Way junction at the intersection of Bingley Road and Main Street could be changed to a Stop junction, that the traffic island be re-located further east along Bingley Road and request the possibility of installing a road crossing on Bingley Road, west of the junction with Main Street.

2023/294 To receive an update about the use of social media

Councillor Greer was thanked for setting up the Parish Council's Facebook page. The Parish Council has now received nearly 100 responses to the Neighbourhood Plan Survey and it was agreed that Parish Councillors would participate in a series of short films encouraging people to participate in the survey. These films will be added to the Facebook page. Councillor Greer agreed to arrange for the films to be made. It was also agreed to contact Menston Primary School and St Mary's School and the Scout and Guide leaders to ask them

to promote the survey to children and young people. Councillor Smith agreed to circulate a request to complete the survey to his email contact list.

The Clerk had been contacted by St Mary's School who had asked whether a member of the Parish Council would be interested in talking to their students about politics and local representation. Councillors Steele and Smith expressed an interest and agreed to respond to the school.

2023/295 To receive an update about the Airspace change process and what, if any, next steps there might be for the Parish Council

Councillor Banister agreed to liaise with Councillor Felstead.

2023/296 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.

2023/297 To receive an update on the park and travellers access

Brian Dobson had forwarded some ideas about bollards. The Parish Council agreed to accept the proposed bollards in black with yellow lines around the top. The Clerk agreed to chase up an answer.

2023/298 To consider the purchase of a bench for Westbourne Drive

The Clerk had received a response from Bradford Council to say that Westbourne Drive is unadopted and so the Parish Council would need to identify and contact the relevant landowners.

2023/299 To receive an update about the Welcome to Menston signs

The Clerk reported that, following the last meeting, she had contacted Simon D'Vali about the matter, but had not received a response.

2023/300 To receive an update from the Menston Community Association

Councillor Steele gave an update – the AGM took place on Friday 3rd November and Cheryl Thornton was elected as Chairman. The next meeting will take place on 12th January.

2023/301 To receive an update from Kirklands (Menston) Trust

Councillor Smith gave an update from the recent meeting. The Trust has now agreed to examine the cleaning costs for Menston Library, with the possibility of allocating some costs to groups which use the library.

2023/302 To receive an update from Climate Action Menston

On the Menston Businesses Backing Climate Action project, Councillor Banister explained that this group was started by Steve Proudlove. Now that he is moving on, the Group met recently and agreed that they would change how the scheme is run to some extent and then relaunch it in the Spring.

2023/303 To receive an update from the Wharfedale Greenway

Councillor Banister advised the Parish Council that Climate Action Menston has agreed to support the community consultation for the Wharfedale Greenway.

2023/304 To receive an update about Menston Parks

Councillor Banister gave an update about a recent meeting to discuss potential improvements to the children's play areas, land drainage and the footpath in Menston Park. The meeting had also discussed the possibility of installing a bandstand in the park and

possibly combining this with the memorial bench for Peter Finlay – Councillor Smith confirmed that although he is happy with this suggestion, he did insist that the Finlay Family should be satisfied and content. Councillor Banister agreed to contact the Lawn Tennis Association to ask whether the tennis courts can be used for other purposes for the rest of the year.

RESOLVED: to allocate £20,000 towards the new play equipment and ask Bradford Council to allocate the total expenditure on a 60/40 split between Juniors/Toddlers play areas respectively.

Proposed: Councillor Steele

2023/305 To receive an update about the footpath from St John's estate to Meadowcroft

It was agreed to retire this item from the agenda.

2023/306 To receive an update about the proposed defibrillator at Kirklands

The Clerk gave an update about the defibrillator. The Parish Council had 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 and the Kirklands are arranging for this work to be carried out.

2023/307 Chairman's remarks and correspondence

The Parish Council agreed to contribute to a leaving card and present for Reverend Proudlove.

The proposed ward boundaries from the Local Government Boundary Commission had been circulated. The Parish Council agreed that it did not wish to submit a response.

2023/308 To consider any items to be held in closed session

None.

2023/309 Agenda items for the next meeting

Councillor Goodith White advised the meeting that she had decided to resign from the Parish Council. Councillor Moore thanked Councillor White for her hard work, commitment, and enthusiasm

2023/310 Date of next meeting

It was agreed that the next meeting of Menston Parish Council will take place on Thursday 25th January 2024 at 7.05pm in the Wharfe Room.