



Menston Parish Council

Parish Council Meeting

Thursday 29th February 2024 at 7.05pm

MINUTES

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

Clerk: Catriona Hanson

2024/031 Welcome and introduction from the Chairman of the Parish Council

Councillor Moore welcomed everyone to the meeting.

2024/032 To receive any apologies for absence

None.

2024/033 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.

2024/034 Public consultation and question time

Two members of the public were present at the meeting. Naomi McMorn addressed the meeting about the possible sale of assets by Bradford Council. It was agreed that Councillor Steele and the other Ward Councillors would pursue this matter with Bradford Council and advise the Parish Council accordingly.

Councillor Moore thanked Ms McMorn for raising this matter.

2024/035 Minutes of previous meeting and progress report

RESOLVED: that the minutes of the Parish Council meeting on 25th January 2024 be accepted as a true and accurate record.

Proposed: Councillor Moore

2024/036 Finance

To agree to pay the following invoices:

- Monthly salary invoice
- Kirklands Trust – Room hire charges - £46.50 and Library cleaning - £104.95
- Anti-virus software - £89.99

To note the following payments:

- Smallprint £4 – printing
- Charlestown Lighting £3,645.60 (includes VAT) – Christmas lights
- **RESOLVED:** to pay these invoices

Proposed: Councillor Moore

It was also agreed that the Parish Council would fund the electrician's costs for installing the Christmas lights in 2023-24.

2024/037 To agree closing and interview dates for any nominations to fill the Parish Council vacancy by co-option

The Parish Council agreed to a closing date of 12th April for any applications and to interview any candidates on 23rd April at 7.30pm. The Clerk was asked to book a meeting room. It was agreed to publicise the vacancy on the notice board, website and Facebook page.

2024/038 To agree a response to the JNP Group about the proposed footbridge at Menston Railway Station

Councillor Banister had attended the public consultation meeting. She had also raised concerns about Network Rail not allowing the use of the lifts and footbridge by non-station users at the Local Access Forum meeting. The Local Access Forum had suggested a possible course of action. The Clerk was asked to contact JNP Group and acknowledge receipt of their email.

2024/039 To consider adopting .gov.uk email addresses for the Parish Council and purchasing a .gov.uk domain name for the website

RESOLVED: to adopt menston.gov.uk or menstonpc.gov.uk (if menston.gov.uk is not permitted). The Clerk was asked to attend the relevant training course and report back.

Proposed: Councillor Moore

2024/040 To receive an update about defibrillators in Menston

The Clerk had contacted the various organisations in Menston whose defibrillators are registered on The Circuit and had circulated a report with information about the status, updates and contact details. It was agreed to invite two of the representatives to a future meeting and to consider possible locations for any additional defibrillators in the village.

2024/041 To consider a response to Bradford Council's Travel Assistance Service about proposed changes to travel arrangements for pupils travelling to Ilkley Grammar School using the dedicated bus services from Menston

The Parish Council agreed that they have no objections to the proposals, provided that Menston children continue to be issued with a travel pass. The Clerk was asked to respond accordingly.

2024/042 To receive an update about the Airspace change process and what, if any, next steps there might be for the Parish Council

There was no update.

2024/043 To receive an update on the park and travellers access

The Clerk was asked to contact the responsible officer at Bradford Council to arrange a meeting.

2024/044 To receive an update about the purchase of a bench for Westbourne Drive

Councillor White gave an update about the purchase of a bench and it was agreed to add an item about funding the purchase to the agenda for the next Parish Council meeting.

2024/045 To receive updates about any recent meetings of the following groups:

- **Menston Community Association** – no update
- **Kirklands Menston Trust** – Councillor White gave an update. The Trust now has a large number of bookings. The recent installation of new windows has led to an 18% decrease in heating costs. The Trust is about to open dialogue with a national organisation which provides E-charging points. The Trust has recently been advised that their application for an energy review has been successful. Councillor White and Councillor Smith had reminded the Trustees that the Parish Council would welcome grant applications for specific items, provided these are supported by the appropriate financial information.
- **Climate Action Menston** – Councillor Banister gave an update. The next meeting will take place on 6th March when retrofit and energy efficiency will be discussed. The group is in discussion with Otley and Ilkley groups about cycle training and bicycle repairs.
- **Menston businesses backing climate action scheme** – Councillor Banister gave an update. She is currently devising a questionnaire to be circulated to local businesses.

- **Wharfedale Greenway** – Councillor Banister gave an update. The next meeting takes place next week.
- **Northern powergrid meeting about future energy scenarios** – Councillor Banister gave an update. She had attended the recent meeting which had looked at electricity demand through sub-stations.
- **Local Access Forum** – Councillor Banister gave an update. She had attended the recent meeting. Bradford Council is currently trying to recruit to the post of Definitive Map Officer as they have a duty around biodiversity. The Countryside Service are currently working up a bid for some of the moorland to become a new national nature reserve. The Countryside Service are considering introducing measures which would prevent vehicles from 'off-roading' on the road from East Morton to Ilkley. Councillor Banister has agreed to attend the next meeting.

2024/046 To receive updates about the following projects:

- **Menston Parks and Peter Finlay memorial** – the next meeting will take place on 7th March and this will look at proposals for the path and a possible bandstand. Councillor Banister advised the meeting that it was the group's intention that the bandstand should include the Peter Finlay memorial.
- **Barn Close paved area** – Councillor Steele advised the meeting that it may be possible to acquire some CIL money to transform this area into a parklet.
- **Traffic proposals for Menston** – the Clerk had recently circulated a response from Andy Solomon in Highways. Councillor Steele agreed to contact Mr Solomon and request some costings for the different aspects of the scheme. It was agreed to invite Simon D'Vali and/or Andy Solomon to a future meeting to discuss the possible installation of double yellow lines at the junction of Main Street and Cleasby Road and to provide advice about the necessary next steps for installing some Welcome to Menston signs on major routes into the village.

2024/047 Chairman's remarks and correspondence

None.

2024/048 To receive an update from the pay review sub-group

The group recommended increasing the Clerk's hours from 10 to 12 hours per week, with the increase to take effect retrospectively from April 2023.

2024/049 Any future agenda items

Renewing yellow bus stop markings on Station Road

To make a contribution to the purchase of a bench for Westbourne Drive

A grant application to fund the room hire for a series of bereavement workshops in Menston

2024/050 Date of next meeting

It was agreed that the next Parish Council meeting will take place on Thursday 21st March at 7.05pm in the Wharfe Room.