



Menston Parish Council Parish Council Meeting Thursday 21st March 2024 at 7.05pm

MINUTES

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

Clerk: Catriona Hanson

2024/051 Welcome and introduction from the Chairman of the Parish Council

Councillor Moore welcomed everyone to the meeting.

2024/052 To receive any apologies for absence

Apologies for absence were received and accepted from Councillor Dale Smith.

2024/053 To receive any disclosures of interest or requests for dispensation

In addition to the declarations of interest made at the Annual Parish Council meeting, Councillor White declared an interest in the item relating to the purchase of a bench to be sited on Westbourne Drive.

2024/054 Public consultation and question time

One member of the public was present at the meeting and asked the Parish Council to consider making a request to Bradford Council for an additional waste bin to be installed near the junction of Westbourne Drive and Burley Lane; for a bollard to be installed at the end of Westbourne Drive turning this into a no through road and for a 30mph speed limit to be implemented on Burley Road. Councillor Steele agreed to contact Bradford Council's Waste Services for advice about the waste bin and the Parish Council agreed to consult Simon D'Vali for his comments about installing a bollard on Westbourne Drive and implementing a 30mph speed limit on Burley Road.

2024/055 Minutes of previous meeting and progress report

RESOLVED: that the minutes of the Parish Council meeting on 29th February 2024 be accepted as a true and accurate record.

Proposed: Councillor Moore

2024/056 Finance

To note the following payments:

- The monthly salary invoice
- Smallprint £2,460 (newsletter and insert)
- Dysons Corner Store £136 (library newspapers funded by library ring-fenced funds)
- Smallprint £23 (Neighbourhood Plan questionnaire printing)

To agree to pay the following invoices:

- Kirklands Trust – Room hire charges - £69 and Library cleaning - £104.95
- To reimburse the Clerk for an additional 36 hours for the Kirklands (Menston) Trust
- Postage - £3.45

RESOLVED: to pay these invoices

Proposed: Councillor Moore

To consider a grant application fund the room hire for bereavement counselling sessions

RESOLVED: not to approve this grant application

Proposed: Councillor Banister

To consider donating £250 towards the purchase of a bench to be installed on Westbourne Drive

RESOLVED: to donate £250 towards the purchase of this bench

Proposed: Councillor Moore

2024/057 To receive an update about the Airspace change process and what, if any, next steps there might be for the Parish Council

The Clerk had received and circulated an email about the breaches of night-time flying which had taken place. The Parish Council agreed to consult Councillor Bob Felstead for advice before submitting a response.

2024/058 To receive an update on the park and travellers access

Councillor Banister gave an update about a recent meeting with Brian Dobson from Bradford Council. The proposal has been revised to include some mounds of earth and benches to be installed and more trees to be planted. The Parks Groups are going to work up a draft design which will be submitted to Mr Dobson for his consideration. Menston in Bloom are working up a design for the memorial garden.

2024/059 To receive updates about any recent meetings of the following groups:

- **Menston Community Association** – the newsletter has now been circulated and the Clerk has added an electronic copy to the website.
- **Kirklands Menston Trust** – Councillor White gave an update. The Trust has eleven new bookings and now only has one weekend free between September and December. The Trust is in the early stage of exploring the possibility of installing some electronic charging points in the car park. New capital projects include the refurbishment of the Wharfe Room and the downstairs toilet. The Trust has also been successful in a bid to receive a full energy review assessment.
- **Climate Action Menston** – Councillor Banister gave an update. The last meeting discussed retrofit and energy efficiency. The next meeting on 30th April will discuss travel and transport. The AGM will take place in May.
- **Wharfedale Greenway** – Councillor Banister gave an update. A survey has been carried out and the outcome will be launched at the next meeting in Otley which Councillor Banister will be attending.

2024/060 To receive updates about the following projects:

- **Menston Parks and Peter Finlay memorial** – the Parks Group's intention is that the new design for the park should include the Peter Finlay memorial.
- **Barn Close paved area** – Councillor Steele had not received any information about the possibility of using CIL funds to convert this area to a parklet and agreed to chase this up. It was also agreed that the Clerk would investigate whether the Parish Council's public liability insurance covers land owned by the Parish Council and that Councillor Moore would contact the landowners and advise them that the Parish Council is investigating the possible options for the land, but are very concerned about any financial costs involved in bringing the land up to a satisfactory and safe standard.
- **Traffic proposals for Menston** – following the last meeting the Clerk had invited Simon D'Vali and Andy Solomon from Bradford Highways to a Parish Council meeting to discuss concerns about the proposed Cleasby Road and Main Street junction improvement and also the installation of the 'Welcome to Menston' signs. No response has been received. Councillor Banister advised the meeting that the traffic orders for the road improvements have now been made and advertised. There is a lack of clarity about the Cleasby Road/Main Street and Bingley Road/Main Street junctions and Councillor Steele agreed to chase this up. The Clerk was asked to contact John Davies and Saira Ali and invite them to a meeting.

2024/061 To agree to deposit the paper copies of the Parish Council and Planning Committee minutes 2008 – 2020 with the West Yorkshire Archive Service

It was agreed to defer this item to the next meeting.

2024/062 To receive an update from the pay review sub-group

There was no update.

2024/063 Chairman's remarks and correspondence

Bradford Council had forwarded a copy of the service level agreement for the provision of a payroll service.

RESOLVED: to accept the service level agreement

Proposed: Councillor Moore

Councillor Banister advised the meeting that she has now heard that the new lifts at Menston Railway Station will not necessarily be available out of operating hours. Councillor Banister agreed to produce a response.

2024/064 Any future agenda items

A briefing paper about increasing the number of parish councillors (Community governance review process)

Land behind the cemetery for allotments

2024/065 Date of next meeting

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