



**Menston Parish Council
Parish Council Meeting
Thursday 30th January 2025 at 8.45pm**

MINUTES

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

2025/001 Welcome and introduction from the Chairman of the Parish Council

Councillor Moore welcomed everyone to the meeting.

2025/002 To receive any apologies for absence

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

2025/003 To receive any disclosures of interest or requests for dispensation

None.

2025/004 Public consultation and question time

None.

2025/005 Minutes of previous meeting and progress report

RESOLVED: that the minutes of the Parish Council meeting held on 28th November 2024 be accepted as a true and accurate record of the meeting.

Proposed: Councillor Moore

2025/006 Finance

To note the following payments:

- The monthly salary invoice
- £4,565.23 – installation and maintenance of Christmas lights
- £2,145 – replacement Christmas lights

To approve the following payments:

- Kirklands (Menston) Trust – £294.14 (room hire £185.61, library cleaning £108.53)
- £20,000 – contribution towards play equipment
- £18,045 – replacement windows at Kirklands

RESOLVED: to pay these invoices.

Proposed: Councillor Moore

2025/007 To agree and accept the Parish Council's quarterly financial update

RESOLVED: to agree and accept the quarterly financial update

Proposed: Councillor Moore

2025/008 To consider the following grant applications

- **SS John Fisher and Thomas More Church** - £1,500 towards the Church's Living Simply Project
- **Menston Community Association** - £418.70 – public liability association
- **Menston Heritage Group** - £1,700 – to purchase a computer and software
- **Menston Thespians** - £3,500 – room hire costs
- **Menston Memorial Cottage charity** - £988.33 - to re-build a wall in Porritt's Field

RESOLVED: to approve these grant applications and to remind applicants that grant applications should be made in advance of any payments.

Proposed: Councillor Moore

RESOLVED: to invite a representative from Menston Bowling Club to the next meeting to discuss their grant application and to defer the grant application from Ilkley Community Transport to the next meeting.

Proposed: Councillor Moore

2025/009 To consider amending the Parish Council grant application process

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

2025/010 To consider a suggestion about purchasing grit bins for Menston

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

2025/011 To receive an update about moving to a gov.uk domain

Councillor Houlihan and the Clerk will investigate the necessary arrangements for moving onto the new website and email addresses.

2025/012 To receive updates about any recent meetings of the following groups:

- **Kirklands Menston Trust** – the replacement windows have now been installed. It was agreed that Councillor White would suggest to Kirklands that they might like to consider the purchase of sound equipment which could be hired out by groups using Kirklands.
- **Climate Action Menston** – the next meeting will take place on 26th February and will include a presentation from Incredible Edible from Todmorden.
- **Wharfedale Greenway** – a consultation at the station will be investigating whether people travel from Otley to Menston to catch the trains.
- **Airport Consultative Committee** – Councillor Banister attended the last meeting on 4th December and the main points were that the Airport want to do more community engagement. 70% of arrivals and departures are over Menston. They received 27 complaints in August and September from 10 individuals. They are increasing passenger numbers again this year. They are appealing three of the night flight decisions.
- **Local Access Forum** – will be looking at the gates on Occupation Lane at the Pump House.
- **Heritage Group** – members of the group are now considering the purchase of a computer, software and internet access.

2025/013 To receive an update about traffic measures in Menston

Councillor Steele gave the following update about traffic measures in Menston:

In preparation for the 20mph zone the following work is planned for February:

The provisional dates when contractors are due to start installing tactile dropped crossings at the following junctions are shown within brackets

- Main Street with East Parade (24/02/2025)
- Park Road with Newfield Drive (10/02/2025)
- Newfield Drive with Cleasby Road (10/02/2025)
- Cleasby Road with Hawksworth Drive (10/02/2025).

17th February 2025 is the provisional date work is due to start on the construction of the proposed traffic island on Bingley Road at its junction with Hillings Lane. The intention is that construction of the proposed vertical traffic calming features on Leathley Avenue and Leathley Road will commence shortly after the aforementioned traffic island has been installed. Signs will be installed at the new 20mph zone's entry points once these have been completed, with construction of the remaining vertical traffic calming features within the village following as soon as practical afterwards.

Other traffic features at Bingley Road-Main/Main Street/Cleasby Road, and outside Menston Primary School will be consulted on in either February or March.

Welcome to Menston signs – Councillor Steele reported that he has contacted Craig Williams again this week and is waiting for a response.

Moor Lane / Mount Pleasant - the road will be closed here for up to five weeks from Monday 24 Feb while interim work on water and sewer connections to the Moor Lane site takes place.

Park Road - Yorkshire Water will be carrying out repairs to the collapsed sewer and road. This is scheduled to be finished by 4 February.

2025/014 Chairman's remarks and correspondence

It was agreed to defer any items not discussed at the meeting to the February Parish Council meeting.

2025/015 To consider any items to be held in closed session

None.

2025/016 Any future agenda items

A review of the Parish Council's grant application process – to set up a working party

2025/017 Date of next meeting

It was agreed that the next meeting of the Parish Council will take place at 19.05 hours on Thursday 27th February 2025.