



**Menston Parish Council
Parish Council Meeting
Thursday 27th March 2025 at 7.05pm**

MINUTES

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

2025/036 Welcome and introduction from the Chairman of the Parish Council

Councillor Moore welcomed everyone to the meeting.

2025/037 To receive any apologies for absence

Apologies for absence were received and accepted from Councillors John Houlihan, Chris Steele and Dale Smith.

2025/038 To receive any disclosures of interest or requests for dispensation

None.

2025/039 Public consultation and question time

One member of the public was present at the meeting and spoke about parking problems caused by the recent introduction of no waiting restrictions in Cornmill.

2025/040 Minutes of previous meeting and progress report

RESOLVED: that the minutes of the Parish Council meeting held on 27th February 2025 be accepted as a true and accurate record of the meeting.

Proposed: Councillor Moore

2025/041 Finance

To note the following payments:

- The monthly salary invoice
- Justin Leeming -£110 (Heritage Trail leaflet)
- YLCA - £140 (training courses)
- Kirklands Trust - £4,080 (drains) approved in October 2024

To approve the following payments:

- Kirklands (Menston) Trust - £108.53 (library cleaning)
- Bradford Council – £636 (Service Level Agreement renewal 2025-6)
- Design Yorkshire - £9,729.35 (Neighbourhood Plan work)
- Easyspace - £230.40 (new gov.uk email addresses)
- Office rent - £280

2025/042 To consider the following grant applications

- Menston Gardeners - £300
- Menston in Bloom - £1,500
- Menston Cameo Lunch Club - £619.50

RESOLVED: to award the full grant application to Menston in Bloom; to award Menston Gardeners 50% of their grant application and to award the full grant application to the Cameo Lunch Club and to advise them that the Parish Council is currently reviewing the grant application process.

Proposed: Councillor Greer

2025/043 To consider setting up a savings account

It was agreed that Councillor Greer would seek advice about possible savings accounts.

2025/044 To consider the purchase of a new interior notice board in the Library foyer
Councillor White agreed to approach the Kirklands Trustees about the purchase of a new notice board from the YPO.

2025/045 To receive an update from the working party reviewing the Parish Council grant application process

It was agreed to defer this until the following meeting.

2025/046 To receive an update about the Emergency Plan

Councillor Smith had forwarded an email about progress to date.

2025/047 To consider Bradford Council's traffic proposals for Menston

Councillors Banister, Greer and Houlihan had met with David Kirkpatrick from Bradford Highways Shipley Area Office earlier in the day. Mr Kirkpatrick had advised the meeting that all three traffic proposals in Menston are subject to formal consultation. He agreed to investigate whether any s106 monies are available to fund some smiley activated message (SAM) signs and to obtain some quotes and to look into any Council policies about the removal of white lines in the middle of roads. It had been agreed that improvement work at the junction of Cleasby Road and Main Street will include a raised platform, but no bollards. The height on the current speed bumps on Bingley Road will be increased. Councillor White was advised to contact Mr Kirkpatrick about the 'Welcome to Menston' signs.

2025/048 To receive updates about any recent meetings of the following groups:

- **Kirklands Menston Trust** – Councillor White advised the meeting that the Trustees have been looking at the refurbishment of the Wharfe Room and the Library toilet and will be looking at costs and the funds available in their budget.
- **Climate Action Menston** – Councillor Banister advised the meeting that a representative from Incredible Edible had given a talk which was very well received.
- **Wharfedale Greenway** – Councillor Banister explained that the Working Group are now meeting more regularly and have agreed to try and improve some of the existing railway paths.
- **Leeds Bradford Airport Consultative Committee** – Councillor Banister advised the meeting that the Airport Consultative Committee will be running a series of community events in local areas. These events will be promoted using Eventbrite.
- **LS29 Meeting** – The next meeting will take place on 15th April at 2.30pm. Councillor Banister agreed to attend.
- **Menston in Bloom** – Councillor White advised the meeting that Menston in Bloom have laid out the flower beds for the lavender hedge and memorial garden. Councillor Banister explained that John Flinn has been drawing up a detailed plan of the memorial garden and Bradford Council will provide costings.

2025/049 to receive any updates:

- **The Peter Finlay memorial bench** - Councillor Moore agreed to contact Councillor Smith about the proposal before approaching John Flinn about a design.
- **Circuit path** – Councillor Greer agreed to set up a survey on Facebook to canvass opinions about a circuit path in Menston Park.
- **Defibrillators** – Councillor Greer had been in contact with the Fairfax Club who are happy for a defibrillator to be installed outside their premises. Councillor Houlihan had offered to approach the headteacher at Menston Primary School about the possibility of making their defibrillator more publicly available.

2025/050 Chairman's remarks and correspondence

Councillor Moore advised the meeting that he had received an email about parking on pavements.

2025/051 To consider any items to be held in closed session

None.

2025/052 To update the action list

Menston in Bloom grant application – Geoff Lomas is currently reviewing this.

80th anniversary of D Day commemorations – Councillor Moore agreed to forward the contact details of one of the representatives from the Lord Lieutenant's Office to the Clerk who will send an invitation to the proposed event being organised by Councillor Greer and Cheryl Thornton on 8th May.

Sound system at Kirklands – Councillor Greer agreed to arrange a meeting with a representative from Kirklands to discuss whether some of the existing sound equipment could be re-purposed.

2025/053 Any future agenda items

Funding of any future Menston Cares leaflets.

2025/054 Date of next meeting

It was agreed that the next meeting of the Parish Council will take place at 19.05 hours on Thursday 24th April 2025.

There was no further business and the meeting closed at 9.10pm