Cowling Parish Council

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Minutes of the Ordinary meeting of Cowling Parish Council held at 7.00pm on Monday 06 July 2026 at The Village Hall, Cowling. Minutes subject to confirmation at the meeting of Cowling Parish Council to be held on 07 September 2026

Linda Whitehead, Clerk, RFO and Proper Officer, 09 Mar 2026 L.A.Whitehead

54) Apologies:

a) To approve and receive apologies for absence and reasons given to the Clerk prior to the meeting.
   i) Apologies received from Cllr O. Lewis & Cllr C.Zeyrek, accepted by the Clerk prior to the meeting.

58) Present:

a) **To note attendees**: Chairman P. Weatherhead, Cllrs C. Emmott, & E.Hall, Clerk L. Whitehead, Councillor A.Brown, Lengthsman S.Mason, 2 members of the Recreation Management Group.

59) Declaration of Interests:

a) To record any Councillors disclosable pecuniary interests (DPI) or other interests in relation to items on this agenda. **None received.**
b) To consider any Councillor requests for dispensations. **None received.**

60) Minutes:

a) To approve minutes of the Parish Meeting of CPC held 01 June 2026. **Resolved:** that the minutes of Cowling Parish Council are a true and accurate record of the above meeting.

61) Public Participation:

a) Members of the public may address the council on matters within the council's remit; maximum total time allowed of 15 minutes. **None received.**

62) Invited Guest:

a) PCO Thornton, Councillor A.Brown, RGMC representative(s)

63) Report from Clerk & Lengthsman:

a) To receive a report from Cowling Parish Council Lengthsman.
   i) S. Mason mentioned that bins filling up quickly on the recreation ground, an extra green bin has now been provided.
b) The Clerks report will be reported throughout the agenda.

64) Recreation Areas

a) Benches – Update
   i) New bench has now been placed at Nan Scar Amenity Area, new picnic benches at Collinge Road and Middleton.
b) ROSPA training on park equipment checks.
   i) Clerk looking to share cost with other parishes as a minimum of 4 required for onsite training.

65) Grass Cut & Strimming Contracts

a) Contracts – grass cutting and park maintenance.
   i) Contract has been updated to include more detail.
b) Tender requests for grass cutting via social media, website and noticeboard.
   i) Agreed that the Clerk to advertise on social media and website.
c) Contract/job description amendments to avoid overlap with Lengthsman's duties
   i) It was agreed with the RGMC that a separate contract or job description is required to include the extra maintenance required on the main recreation ground. **Action:** Clerk to work with some RGMC members.

66) Planning:

a) Planning applications below:

Reference:	Location / proposal	return by	CPC response
TPO/45/2026/CRA	Location: 165 Keighley Road, Cowling, Keighley, North Yorkshire BD22 0AH Protection order for Sycamore tree at rear of property.	14 Jul 26	The PC Do not support.
26/02003/FUL	**Location:** York Barn Cowling Hill Lane, Cowling, North Yorkshire.	06 Jul 26	The PC do support.

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	Full planning permission for Self and Custom build development to create a new two-bedroom dwelling with extension and alterations to the existing building		
26/00704/FUL	**Location:** Land to the south of Laycock Fields, Cowling Keighley BD22 0DR. Full planning permission for residential development consisting of 8 Dwellings, off street parking, soft landscaping and associated infrastructure.	06 Jul 26	The PC do not support. Another 8 outside the core village area.
26/02754/FUL	**Location:** Woodside Farm Keighley Road Cowling BD22 0AE. Full planning permission for conversion of barn to form 1no dwelling, extension to form a garage and off-street parking and associated infrastructure	02 Jul 26	Returned 02 Jul. PC support this application.

67) Finance

a) To approve payment of the following invoices presented for payment: *to be ratified.

Payee	Inv.Date	Inv. Number	Details	Total £
RGMC	26/05/2026	SI-12522	Work at rec entrance road	7,800.00
Jacs	30/05/2026	1411912	Workwear for Lengthsman	71.93
BWP Creative	01/06/2026	Inv 4558	Website and domain management	273.60
Village Hall	31/05/2026	CPC26002	Meeting room hire 3 months	155.00
Bradford Payroll	17/06/2026	3399	Salaries/fees	5,481.71
ICO	26/05/2026	email	Information Commissioner's Office	47.00
Contractor	30/06/2026	INV 0075	2 x Grass cuts in June	2,700.00
Clerk	01/07/2026	Sainsburys	Ream of printer paper/grass seed	11.00

b) Clerk to present quarterly accounts.
   i) Clerk presented accounts from 1 April to 30 June 2026. Including pending payments bank balance is £115,179.65

c) Consider approval of Acorn Xmas lighting motif repairs quote for the sum of £537.25
   i) **Resolved**: agreed the sum for repairs and new equipment.

d) To be noted that NYC are to sell off Ickornshaw & Keighley public toilets.
   i) Some councillors have requested more details. **Action:** clerk to investigate details for Keighley Rd.

e) Consider the cost of installing a new streetlight LP1 at West View, Keighley Road. Total cost is £2990.
   Resolved: The Parish Council have now approved this request.

f) Cllr Lewis requested installing waste bin near the entrance to Woodside. Approx cost is £250.
   i) **Action:** Clerk to obtain details and determine who will empty the bin.

68) Allotment

a) Water & shed update.
   i) Shed and roof in place, 1 water butt connected, a second to follow. Door to be fitted asap.

69) Defibrillator

a) Faulty defibrillator update.
   i) Village Hall defibrillator is not working sent to manufacturer for testing. In interim transferred the Main rec. defibrillator to the Village Hall as this is more prominent position.

70) Miscellaneous issues including information and items for next meeting agenda

a) Clerk informed by North Yorkshire Highways that double yellow lines on Acre Rd junction by the Village Hall are in the final stages of approval.
b) An extra grass cut has been performed in June due to the grass growing quickly.
c) Request for pump track and memorial garden weeds to be sprayed. **Action:** Cllr Emmott to contact a company who have a PA licence for spraying.

71) Next Meeting:

To confirm date, time and venue for the next meeting of the Cowling Parish Council.
Next meeting will be **Monday 7 September at 7pm**. Meeting closed at 20.04.

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