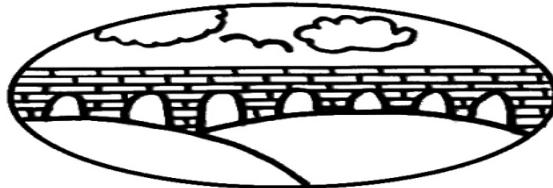


## CULLINGWORTH VILLAGE COUNCIL



Clerk to the Village Council: Mrs J Dean,  
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### **MINUTES OF A MEETING OF THE VILLAGE COUNCIL HELD ON WEDNESDAY 3 DECEMBER 2025 AT 7.00PM IN THE METHODIST CHURCH**

**PRESENT:** Cllrs. M Thomson, M Atack, R Jay, L Whittaker, L Wood, the Clerk J Dean

As the Council Chairman has resigned, and the Vice Chair was not present at the meeting it was unanimously resolved that Councillor Thomson would Chair the meeting.

#### **4522 Election of the Council Chairman**

Proposed by Cllr Thomson, seconded by Cllr Wood and unanimously resolved that Cllr Mazur is elected as the Council Chairman.

#### **4523 Election of the Vice Chairman**

Proposed by Cllr Thomson, seconded by Cllr Whittaker and unanimously resolved that Cllr Jay is elected as the Council Vice Chairman.

#### **4524 Representations from members of the public**

None present.

#### **4525 Councillors**

Cllrs Atack, Whittaker and Wood do not have access to their Council email address. The Clerk will investigate and liaise with those Councillors.

The Clerk gave an update on the current Councillor vacancies. The notice period expires on the 11<sup>th</sup> December, and then the Council will be able advertise the co-option of Councillors, which can be done at the January meeting.

#### **4526 Apologies**

Cllr Mazur, reasons unanimously accepted.

#### **4527 Disclosures of Interest- None received**

#### **4528 Minutes of the last meeting**

The minutes of the meeting held on the 5<sup>th</sup> November 2025 were unanimously approved as a true and accurate record of the meeting.

Actions from previous meeting not covered elsewhere: The Clerk will forward the response sent to Bradford Council about Flappit Springs to Councillors.

**4529 General Power of Competence.**

Councillors confirmed that they are now eligible to use the General Power of Competence.

**4530 Correspondence:** None

**4531 CLERK'S REPORT:**

The Clerk read the financial report to 1 December 2025.

**It was resolved to pay:**

1. Clerk's salary
2. HMRC Clerk tax and employers National Insurance
3. Instant Ink payment (Clerk) £13.49
4. Instant Ink payment (Chairman) £13.49
5. Christmas tree (Festive FarmShed via Clerk) £600
6. Lamppost poppies installation (GroundUp Garden Maintenance) £73
7. Presentation Evening planning refreshments (Howard Martin) £6.50
8. Awards Evening certificates (Respond Marketing) £157
9. Grit and tree delivery (Jonny Martin via Howard Martin) £400
10. Lights switch on prizes (Howard Martin) £63.20
11. Lights switch on prizes (Howard Martin) £50.70
12. Lights switch on publicity (Respond Marketing) £455
13. Light switch on prizes (Cullingworth Sports Club) £24.50
14. Light switch on prizes (Cullingworth Sports Club) £99.33
15. Planning Training (Yorkshire Local Councils Association) £27.40
16. Planting (Steve Thorpe & Sons Ltd) £1150.32
17. Installation of the Christmas Lights (Christmas Plus) £3799.20

The Clerk highlighted that the Scouts had not yet received the grant that was approved in September 2025, it was agreed that this would be paid.

It was agreed to transfer £10,000 from the Business Premium Account to the Current Account.

It was agreed that the Christmas Tree should be removed by J Martin at the appropriate time.

It was agreed that if additional grit was required to be distributed the Council would contact J Martin.

**PORTFOLIO REPORTS:**

**4532 Planning**

**a. Applications to consider:**

**Application Number 25/03947/FUL - Change of use of barns to 2 dwellings (C3) and associated works - Springhead Farm Halifax Road Bingley West Yorkshire BD21 5PX**

Recommended for Approval

The barn is sited on greenbelt and within 7km of the South Pennine Moors Special Area of Conservation and South Pennine Moors Phase II Special Protection Area.

The appearance will not be significantly altered with no intentions of increasing the footprint or affecting the visual amenity, but the proposal would seek to preserve the barn with most of the work to be carried out internally.

Although lapsed, it is noted an application for change of use for one dwelling was approved previously.

**Application Number: 25/04043/HOU - two storey side extension, porch and alterations to existing house and 1.8m high fence & patio - 3 Lees Close Cullingworth BD13 5HF**

Recommended for Approval

Although there are no windows proposed to the side elevation of the proposed two storey extension, we trust the height and density will not cause overshadowing of the neighbouring property. It is also proposed to erect a 1.8m fence surrounding the curtilage of the property, which abuts onto a public footpath, where 1m is the recommended height.

**Application Number: 25/04318/HOU - Extension and alterations to existing private dwelling, including new first floor level - 27 - 29 Haworth Road Cullingworth BD13 5DU**

Recommended for Approval

This one storey property is in poor condition looks incongruous in its setting and would benefit from total refurbishment. By allowing it to be extended upwards would make it more in keeping with other houses in that area of Haworth Road. The intention to use natural stone on the extension and replace the current rendering at ground floor level would improve the street scene markedly. The design shows windows strategically placed to the rear elevation and should not impact on neighbouring properties. We assume the necessary party wall permissions would be obtained from the adjoining property.

Extra off-road parking is welcomed as parking on Haworth Road around this area does cause issues with oncoming traffic.

**Application Number: 24/04329/HOU - Front porch extension - single storey 2.5m x 2.5m to consist of rendered cavity block work with pitched roof - 30 The Dell Cullingworth BD13 5AH**

Recommended for Approval

Although larger than neighbouring properties, which is necessitated by the homeowner's needs, the design is still in keeping with the street scene.

**b. Ratification of Applications submitted**

**Applications granted**

25/03619/FUL- 20 Station Road Cullingworth Bradford West Yorkshire BD13 5HN

25/02755/FUL- 5 Hewenden Cullingworth Road Cullingworth Bradford West Yorkshire BD13 5BP

## **Applications refused**

None

### **c. Future of Planning Applications**

Cllr Thomson stated the importance of the Council considering and commenting on all planning applications as a statutory consultee, and that is the Council's responsibility to consider how applications impact the village both as whole and individual neighbours, particularly those who may not be able to respond to applications themselves. Residents need to know that the Council is interested in what applications are submitted in the village.

Cllr Thomson agreed to put together a 'checklist' for Cllr Whittaker to aid with writing responses. A further discussion on this issue was deferred to the next meeting.

## **ENVIRONMENTAL**

### **4533 Christmas**

Cllr Jay gave an update on the Light Switch On Event, which was successful, but with lower numbers attending than in previous years as the weather was very wet. Next year more volunteers may be needed to assist with moving and using the PA.

Cllr Thomson has provided a schedule of the Christmas Lights, some need some attention.

The Clerk will check that all the lights have been added to the asset register.

### **4534 Training**

AED training has been booked for the evening of the 5<sup>th</sup> February. The Clerk will advertise after Christmas.

Cllr Wood agreed to take on the regular checks of the Defibrillators owned by the Council.

It was agreed to arrange the whole council training once some of the vacancies have been filled.

### **4535 Trees**

Deferred to allow the Clerk to get more information on the trees at the recreation ground.

### **4536 Safety for Village Council Volunteers**

The Clerk produced a risk assessment for the Christmas Light Switch On prior to the event, Cllrs confirmed that they had received it. The Clerk will review whether any updates are required on the Council's other risk assessments, or if any additional risk assessments are required.

### **4537 Traffic Calming Measures**

Cllr Thomson has written to Anna Dixon MP, it was agreed that the Council follow this up regularly until a response is received.

### **4538 Replacement for Play in the Park**

It was agreed to defer this to the next meeting to allow Cllrs time to consider other options,

### **4539 Council Roles and Responsibilities**

It was agreed to defer this to the next meeting

**4540 Reports from external meetings and committee:** None

**4541 Date of the next Meeting**

The next meeting will be the Budget Setting Meeting at 8pm, and then the 7<sup>th</sup> January 2026 7pm

Signed .....  
(Chairman)

Dated .....

Draft