



**Menston Parish Council
Parish Council Meeting
Thursday 26th March 2026 at 7.05pm**

MINUTES

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

2026/035 Welcome and introduction from the Chairman of the Parish Council

Councillor Moore welcomed everyone to the meeting.

2026/036 To receive any apologies for absence

Apologies for absence were received and accepted from Councillor Smith.

2026/037 To receive any disclosures of interest or requests for dispensation

Councillors Banister and Greer declared a non-pecuniary interest in the discussion about Menston Memorial Cottage.

2026/038 Public consultation and question time

Two members of the public were present at the meeting.

Steve Cummings from Menston Bowling Club spoke in support of the grant application from the Bowling Club.

Sue Rix from the Church of SS John Fisher and Thomas More thanked the Parish Council for their grant which was used, in conjunction with other grants, to develop a peace garden at the church.

Councillor Moore thanked Mr Cummings and Mrs Rix for attending the meeting.

2026/039 Variation to the agenda

RESOLVED: to discuss the grant application from Menston Bowling Club

Proposed: Councillor Moore

2026/040 To consider the grant application from Menston Bowling Club

The Parish Council discussed the CIL grant application for £25,000 to replace the path around the Bowling Club which is supported by the Trustees from Kirklands (Menston) Trust. The Parish Councillors recommended approaching three contractors and obtaining some quotations for the work and investigating other sources of funding.

RESOLVED: not to approve the grant application.

Proposed: Councillor Moore

2026/041 Minutes of previous meeting and progress report

RESOLVED: that the minutes of the Parish Council meeting held on 26th February 2026 be accepted as a true and accurate record of the meeting.

Proposed: Councillor Moore

2026/042 Finance

The Parish Council noted the monthly financial update and the payment of the monthly salary invoice

To agree to pay the following invoice:
Kirklands Trust (£108.53) Library cleaning
RESOLVED: to make this payment
Proposed: Councillor Moore

To agree the Service Level Agreement with Bradford Council's payroll service for 2026-27 (£720)
RESOLVED: to agree the Service Level Agreement
Proposed: Councillor Moore

To renew the Parish Council email annual subscription (£300.16)
RESOLVED: to renew the annual email subscription
Proposed: Councillor Moore

2026/043 To agree a response to the consultation on the future of Menston Memorial Cottage from the Menston and Burley Civil Charities

Councillor Greer and Mrs Rix gave a summary of the current and future position regarding Menston Memorial Cottage and the alternatives which are available. It was agreed that members of the Parish Council would be encouraged to respond to the Clerk to the charities with their individual views.

2026/044 Menston Remembrance Services – to request the removal of the poppy wreaths from the memorial bed one month after the November services

It was agreed that the Parish Council will approach other stakeholders and ask their advice about the removal of the poppy wreaths.

2026/045 To consider any support that the Parish Council may be able to give to Menston Cares

The Parish Council received an update about Menston Cares. It was noted that a meeting had been called on 27th March and to await its outcome.

2026/046 To receive an update about the request for a Harrington Hump at Menston Railway Station

Councillor Steele gave an update. He has now received a response from Northern Rail to say that Network Rail are currently chasing the costings and need to organise the works.

2026/047 To receive an update about the agenda for the Annual Meeting of the Parish on 30 April 2026

Councillors Banister, Greer and White had met to discuss an agenda for the Annual Meeting of the Parish on 30 April 2026. It was agreed that Councillor Moore will give an update about the work of the Parish Council, Councillor Banister will give an update about the Neighbourhood Plan and organisations which have received grants from the Parish Council in 2025-26 will be invited to talk about progress made. The Clerk confirmed that the Wharfe Room has been booked from 17.30 hours onwards. It was agreed to provide light refreshments.

2026/048 To note the information received so far and consider what further action needs to be taken about the tennis courts and Carlayne Lane

Councillor Banister had made contact with the person who works at Ilkley Lawn Tennis and Squash Club who is now responsible for the tennis courts in 12 Bradford Parks. Her role is to find local people/organisations willing to run coaching sessions for children and adults. Councillor Banister has asked her to produce some communications to explain what is happening.
Councillor Steele has written to Bradford Council's Rights of Way team about Carlayne Lane.

2026/049 To receive an update about grit bins

Councillor Steele had made some inquiries to ask whether Bradford Council had any records of a grit bin at the junction of Cleasby Road and Hawksworth Drive.

2026/050 To receive an update about the purchase of two Speed Indicator Devices

Councillor Steele advised the meeting that Bradford Council is willing to install the two Speed Indicator Devices if the Parish Council makes the purchase.

2026/051 To receive updates about any recent meetings of the following groups:

- **Kirklands Menston Trust** – Councillor White advised the meeting that a new business is hiring space and that a verbal offer has been made to one of the candidates for the post of Centre Manager. The meeting discussed the proposed roof repairs and it was agreed to ask the Trust to submit a grant application to the Parish Council.

2026/052 to receive any updates:

- **Menston Methodist Church**- Councillor Greer agreed to order a copy of the Land Registry records.
- **Barn Close**- Councillor Greer will attend a walkaround with a solicitor next week.
- **School crossing**- Councillor Steele advised the meeting that Bradford Highways have requested a meeting to discuss the planters outside Menston Primary School.
- **Garages on Low Hall Road** – Councillor Greer will attend the next meeting to discuss the future of the garages.

2026/053 Chairman's remarks and correspondence

None.

2026/054 Any future agenda items

None.

2026/055 Date of next meeting

It was agreed that the next meeting of the Parish Council will take place at on Thursday 30th April 2026. This will follow the Annual Meeting of the Parish which will start at 18.00 hours.