



Menston Parish Council

Parish Council Meeting

Thursday 25th June 2026 at 7.05pm

Minutes

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

2026/097 Welcome and introduction from the Chairman of the Parish Council

Councillor Moore welcomed everyone to the meeting.

2026/098 To receive any apologies for absence

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

2026/099 To receive any disclosures of interest or requests for dispensation

None.

2026/100 Public consultation and question time

Ward Councillor Peter Cochrane was present at the meeting. He passed on Councillor Bob Felstead's apologies and gave an update about recent issues which had been raised with him. Recent work on Buckle Lane was faulty and this will be repaired under warranty. He has forwarded a request for the benches on St Peter's Way and Main Street to be mended. The meeting discussed the state of the tennis courts in the park and Councillor Cochrane agreed to meet with Councillors Banister, Houlihan and White in the park. The next meeting of the Shipley Area Committee on 1st July will be discussing the path project in the park. The meeting discussed the possibility of installing some double yellow lines on Main Street next to the Kirklands car park exit and Councillor Cochrane agreed to attend a site visit with Councillor Greer to look at this suggestion. Councillor Cochrane has asked the Wharfedale Ward Officer if it is possible to provide advance notice of any works being carried out in Menston.

Councillor Moore thanked Councillor Cochrane.

2026/101 Minutes of previous meeting and progress report

RESOLVED: that the minutes of the Parish Council meeting held on 21st May be accepted as a true and accurate record of the meeting.

Proposed: Councillor Moore

2026/102 Finance

The Parish Council noted the monthly financial update and it was agreed to add the figure for the new Welcome to Menston Signs to the CIL payments and to include a breakdown for CIL and precept totals in the monthly updates. The meeting noted the payment of the monthly salary invoice and £170.35 for a new printer in Menston Library which is paid from Library funds.

To agree to pay the following invoices:

- Kirklands Trust (£108.53) Library cleaning, (£64.50) Room hire
- Internal audit fee (£70)
- Microsoft 365 annual subscription (£84.99)

RESOLVED: to make these payments

Proposed: Councillor Moore

To consider the following grant applications:

Menston Area Nature Trust – replacement gate at Porritt's Field

RESOLVED: to approve the grant application from Menston Area Nature Trust

Proposed: Councillor Moore

NSPCC – it was agreed to ask the NSPCC to re-submit their grant application using the new form and to ask them to also provide a copy of their accounts.

Proposed: Councillor Moore

2026/103 Menston Parish Council Annual Return 2025-26

RESOLVED to approve Section 1, the Parish Council's Annual Governance Statement

Proposed: Councillor Moore

Councillor Moore reminded members of the Parish Council (who had not yet done so) to migrate to the menston-pc.gov.uk email addresses.

2026/104 Menston Parish Council Annual Return 2025-26

RESOLVED to approve Section 2, the Accounting Statements

Proposed: Councillor Moore

2026/105 Standing Orders and Financial Regulations

To re-adopt the Standing Orders and Financial Regulations

Proposed Councillor Moore

2026/106 To receive an update about the request for a Harrington Hump at Menston Railway Station

It was agreed to add this to the list of updates in future agendas.

2026/107 To note the information received so far and consider what further action needs to be taken about the tennis courts and Carlayne Lane

This had been discussed earlier in the meeting.

2026/108 To receive an update about grit bins

Councillor Cochrane had agreed to look into this matter.

2026/109 To receive an update about the purchase of two Speed Indicator Devices

The Clerk had been in touch with Councillor Felstead who didn't have contacts for any additional contractors and it was agreed that the Parish Council would accept the quote which had been received from Marlec. The Clerk agreed to contact them about this.

2026/110 To consider some indicative costs for a new Parish Council notice board

Councillor Greer and the Clerk had met and agreed a suitable model.

2026/111 To receive updates about any recent meetings of the following groups:

- **Menston Community Association** – will be holding their annual cream tea on 28th June. They will be re-applying for storage at Kirklands.
- **LS29 Meeting** – Councillor Banister had attended on behalf of the Parish Council and gave an update of the topics discussed.
- **Airport Consultative Committee** – Councillor Banister had attended on behalf of the Parish Council and gave an update of the topics discussed.
- **Climate Action Menston** – Councillor Banister gave an update. Councillor Steele is now the Chair.

2026/112 to receive any updates:

- **Menston park path-** to be discussed at the Shipley Area Committee meeting on 1st July.
- **Welcome to Menston signs** – it was agreed that Councillors Houlihan and White would carry out a site visit to identify which locations are suitable.
- **Peter Finlay memorial bench** – It was agreed to arrange a site meeting to look at possible locations.
- **Barn Close-** Councillor Greer had attended a site meeting with the solicitor and raised some questions for the landowner.
- **Defibrillators** – Councillor Moore had forwarded Brian Firth's details to his contact on The Homestead. It was agreed that Councillor Moore will get in touch with The Fairfax Club about a suitable location for a defibrillator. It was also agreed that the defibrillators could be funded from the CIL budget.

2026/113 Chairman's remarks and correspondence

None.

2026/114 Any future agenda items

Invite Councillor Kitching to a future meeting.

2026/115 Date of next meeting

It was agreed that the next meeting of the Parish Council will take place at on Thursday 30th July 2026 starting at 7.05pm.