

Harden Parish Council



Clerk: Ken Eastwood, Harden Parish Council, c/o 8 West Drive, Oxenhope. BD22 9LJ
clerk@hardenparishcouncil.gov.uk 07850 049 487

Dear Councillor,

You are summoned to attend the annual meeting of Harden Parish Council, to be held on **Thursday 9th June 2016** at 7.15pm in Harden Memorial Hall.

A handwritten signature in blue ink that reads "Ken Eastwood". The signature is fluid and cursive.

Clerk to the Parish Council
4th June, 2016

AGENDA

1. Apologies for Absence

To note any apologies offered.

2. Disclosure of Interest

To receive disclosure of personal and prejudicial interest from members on matters to be considered at the meeting.

- a) To receive declarations of interest from councillors on items on the agenda;
- b) To receive written requests for dispensations for disclosable pecuniary interest;
- c) To grant any requests for dispensation as appropriate.

3. Minutes of Meetings (previously circulated to Members)

- a) To agree and sign the minutes of the Parish Council monthly meeting held on 12th May, 2016.
- b) To note the May Outstanding Issues Report (information only, see Appendix 1).

4. Planning Applications

None received.

(Planning applications can be viewed via Bradford Council's online system <http://www.planning4bradford.com/online-applications>).

5. Other Planning Matters

To note the following:

16/02356/HOU - Construction of first floor extension at Springbank Cockcroft Fold, Harden Road, Harden: Permission Refused.

16/02909/HOU - Workshop for domestic use with parking area at 51 Moor Edge, Low Side, Harden: Application Granted.

16/00068/APPENF - Appeal against Enforcement Notice on basis that the time given to comply with the notice is too short by the Golden Fleece, 38 Long Lane, Harden

6. Guest Speaker

To welcome Matthew Baynham, from HeartSafe Communities attending to discuss community defibrillator provision.

7. Representation

Members of the public are invited to raise any matters of concern for a maximum of 15 minutes.

8. Public Meeting

To agree arrangements for a public meeting to present information on Bradford MDC's Issues and Options consultation on future development sites and receive feedback from residents.

9. Exchange of Information

To consider any concerns which may have been passed to the Parish Council by residents.

10. Reports (see Appendix 2)

To receive a report from the Clerk on internal financial controls and to consider whether further changes are required to enhance effectiveness.

11. Small Grants

To consider a small grants application by Harden Children's Gala Society with regard to the refurbishment of a Coconut Shy (previously circulated).

12. Queen's Birthday Celebrations

To agree arrangements for the display of bunting and flags to commemorate the Queen's 90th birthday.

13. Newsletter

To approve the draft newsletter and agree arrangements for distribution. To also review quotations received for printing and to decide upon award of contract (newsletter and quotations previously circulated).

14. Correspondence (see Appendix 3)

To receive the following previously circulated correspondence and to formulate a response, if appropriate: -

- a) E-mail from YLCA re. NALC strategic plan.
- b) E-mail from YLCA re. Pay award.
- c) E-mail from Playquest Adventure Play re. goods and services.
- d) E-mail from YLCA re. Audit scheme.

15. Financial Matters

- a) To note emergency approval of expenditure made by the Clerk on behalf of the Council with regard to Christmas Lights (replacement of faulty lamp post timer unit and installation charge).
- b) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
BMDC	100400	£336.27	Salary payment
R&J Gardening Services	100401	£24.00	Horticulture in the village
Ken Eastwood	100402	£15.30	Mileage
Ken Eastwood	100403	£62.57	Bunting & flags
Ken Eastwood	100404	£8.64	Expenses (stamps)
Ken Eastwood	100405	£74.45	Arnold-Baker publication
Christmas Plus	100406	£100.56	Christmas lights transformer
Christmas Plus	100407	£2862.00	Christmas lights
SLCC	100408	£25.00	ILCM Subscription
Ken Eastwood	100409	£20.00	Key cutting
Harden Babies & Toddlers	100410	£250.00	Small grant (play equipment)

- f) To note the following trial balances: -

HARDEN PARISH COUNCIL - May 2016			
Item	Budget 2016/17	Expenditure to date	Budget Remaining
Clerk's salary and related expenses	4,600	1,105.43	3,494.57
Subscriptions	500	695.00	-195.00
Insurance	500	0	500.00
Audits	200	83.50	116.50
Newsletter	650	0	650.00
Website	300	180.00	120.00
Parish Plan	1,000	0	1,000.00
Training	400	99.00	301.00
Repairs	300	0.00	300.00
Stationery/telephone	200	53.76	146.24
PC equipment	600	619.58	-19.58
Small grants	1,000	0	1,000.00
War memorial	1,000	0	1,000.00
Horticulture	2,500	102.00	2,398.00
Christmas event	200	0	200.00
Playground cleaning	200	0	200.00
S137	0	0	0
	14,150.00	2,938.27	11,211.73

16. Exclusion of the Press and Public

To resolve that members of the press and public be excluded from item 20 under the provisions of the public bodies (admission to meetings act 1960 s1(2)) during consideration of an item of a confidential nature.

17. Review Staff Overtime

To review the Clerk's time recording for May (time sheet previously circulated).

18. Minor Items and Items for Next Agenda

To note minor items and to note items for the next agenda.

19. Next Meeting

To confirm the next meeting as 14th July 2016 at 7.15pm.

THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME