

Harden Parish Council



Clerk: Ken Eastwood, Harden Parish Council, c/o 8 West Drive, Oxenhope. BD22 9LJ
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Dear Councillor,

You are summoned to attend the monthly meeting of Harden Parish Council, to be held on **Thursday 13th October 2016** at 7.15pm in Harden Memorial Hall.



Clerk to the Parish Council

8th October, 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 8th September, 2016.
- b) To note the September Outstanding Issues Report (information only, see Appendix 1).

4. Planning Applications

To formulate observations relating to the following planning applications: -
16/07367/HOU - Infill side extension between existing garage and main dwelling at 17 Ferrands Park Way, Harden.

To note the following decisions: -

16/05689/FUL - Installation of polytunnel at 20 Park View Terrace Moor Edge, High Side, Harden – approved.

16/06664/FUL - Construction of 4 detached residential dwellings, garages and access roads at Braes Castle, Long Lane, Harden – approved.

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

5. Representation

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

6. Exchange of Information

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

7. Community Defibrillator (See Appendix 2)

To receive an update on progress with purchase and installation of a community defibrillator. To consider an alternative provider and authorise or otherwise expenditure of £1,594.

8. Consultation on Car Parking at St Ives

To receive an update on the position with regard to introduction of car parking charges.

9. Horticulture

To receive an update on the invitation to quote to provide horticultural services in the village and to decide on award of contract.

10. War Memorial

To receive an update on the invitation to quote to renovate the war memorial and to decide on award of contract.

11. Website

To consider a proposal to develop a replacement website and to approve or otherwise an application for funding through the Transparency Code administered by the Yorkshire Local Councils Associations.

12. Neighbourhood Forum

To receive an update on the Neighbourhood Forum meeting held on 15th September.

13. Police Liaison

To receive an update from the Police liaison meeting held on 27th September.

14. Local Council Liaison

To receive an update from the Local Council liaison meeting held on 29th September.

15. Remembrance Sunday

To consider arrangements for Remembrance Sunday, on 13th November.

16. Christmas Lights

To consider arrangements for the Christmas Lights switch-on, to occur on 4th December.

17. Community Chest Application

To receive an update on the Community Chest application and the purchase of picnic benches for the park.

18. Collaboration with Village Societies & Organisations

To consider Parish Council collaboration with village societies and organisations.

19. Workplace Pensions and Auto Enrolment

To receive an update on the Parish Council's compliance with pensions auto enrolment legislation.

20. Council Tax Referendum Consultation

To consider the Local Government Finance Settlement Technical Consultation, which includes proposals regarding council tax referendum principles for local parish and town councils. (see <https://www.gov.uk/government/consultations/local-government-finance-settlement-2017-to-2018-technical-consultation>)

21. Transport Strategy Consultation

To consider formulation of a Parish Council response to the West Yorkshire Combined Authority Transport Strategy consultation (see <http://www.westyorks-ca.gov.uk/ytys/>).

22. ID Card

To consider procurement of an ID card for Cllr Kirkham and authorise or otherwise expenditure of £21.

23. Neighbourhood Planning & Parish Plan

To receive an update on the Parish Plan and Neighbourhood planning considerations.

24. Correspondence (see Appendix 3)

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

- a) E-mail from YLCA re. conference cancellation.
- b) E-mail from Bradford Council Strategic Director re. car parking charges at St Ives.
- c) E-mail from Bradford Council Woodlands Manager re. car parking charges at St Ives.
- d) E-mail from Cllr Susan Hinchcliffe re. car parking charges at St Ives.

25. Financial Matters

- a) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Bradford MDC	100427	£384.23	Salary payment
Bradford Works	100428	£1,086	Summer planting & maintenance
Ken Eastwood	100429	£3.20	Stamps
Ken Eastwood	100430	£22.69	Polldaddy subscription
Ken Eastwood	100431	£9.45	Mileage
PKF Littlejohn	100432	£120	External audit
Ken Eastwood	100433	£6.60	Stamps

b) To note the following trial balances: -

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Item	Budget 2016/17	Expenditure to date (net)	Budget Remaining	Forecast Outturn
Salary & expenses	4,600	3,269.78	1,330.22	-1,359.39
Subscriptions	500	737	-237	-237
Insurance	500	0	500	0
Audits	200	83.50	116.50	-36.50
Newsletter	650	257.50	392.50	392.50
Website	300	180	120	0
Parish Plan	1,000	66.73	933.27	200
Training	400	99	301	100
Repairs	300	16.67	283.33	0
Stationery/telephone	200	138.85	61.15	100
PC equipment	600	619.58	-19.58	-19.58
Small grants	1,000	500	500	0
War memorial	1,000	0	1,000	0
Horticulture	2,500	126	2,374	0
Christmas event	200	0	200	0
Playground cleaning	200	0	200	100
S137	0	62.57	-62.57	-62.57
Other*	0	2,501.80	-2,501.80	-4,088
	14,150	8,658.98	5,491.02	-4,910.54

* Forecast includes Christmas lights (£2,501), WI bench (50% being £388), picnic bench (£500) and community defibrillator (£700).

c) To note the following bank reconciliation: -

Cashbook Balances

Balance 1 April 2016	17,253.71
Add: income to date	12,621.75
Less: expenditure to date	(9,362.77) (incl. VAT)
Total:	20,512.69

Bank account balances, 3 October 2016		
Community Account		10,371.27
Business Account		10,165.16
Less: unpresented cheques		
100329		(1.28)
100371		(5.46)
100421		(17)
Add: unbanked cash		0
Total:		20,512.69

26. Minor Items and Items for Next Agenda

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

27. Next Meeting

To confirm the next meeting as 10th November 2016 at 7.15pm.

THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME