

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 monthly meeting of Harden Parish Council, to be held on **Thursday 13th April 2017** at 7.15pm in Harden Memorial Hall.

A handwritten signature in blue ink that reads "Ken Eastwood".

Clerk to the Parish Council

8th April 2017

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 9th March 2017.
- b) To note the February Outstanding Issues Report (information and discussion only, see Appendix 1).

4. Planning Applications

- a) To formulate observations relating to the following planning applications: -
17/00880/HOU - Removal of garage and conservatory to be replaced with sun lounge and utility at 11 Ferrands Close, Harden.
17/01340/HOU - Single storey rear extension, first floor extension into roof space and new roof and alterations and extension to existing garage at Wayside, Wilsden Road, Harden.
17/01763/LBC - Exterior alterations including replacement of exterior doors, replacement of rooflights, glazing of cart entrance, installation of gas meters, installation of boiler flues, installation of mechanical extraction vents and regularisation of discrepancies between existing drawings and proposal approved in 1994 (ref. 94/00861/LBC) at The Cottage, 1 to 6 St Ives Estate, Keighley Road, Harden.

- b) To note the following decision: -
17/00218/LBC - New external door and two conservation-style roof lights to rear elevation, new basement extension with light well to front elevation, replace existing defective staircase and extend into roofspace to make additional bedroom at 2 Cuckoo Nest, Harden Road, Harden – Refused.
(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. Memorial Hall

To further discuss the future of the Memorial Hall and the potential for a community asset transfer. To receive a report from Cllr Laking summarising feedback from recent meetings with stakeholders (see appendix 2).

8. Collaboration with Village Societies & Organisations

To discuss the village engagement event held on 1st April and to receive an initial summary and analysis from Paul Barrett, Development Manager, Shipley Kirkgate Centre.

9. Parish Plan Survey

To receive an update on the Parish Plan Survey and decide upon next steps.

10. Horticulture

To receive an update on arrangements for preparation and planting and to consider what, if any, additional planting or maintenance is required in advance.

11. Bradford MDC & Local Council Liaison Meeting

To receive a report from Cllr Kirkham following attendance at the Bradford MDC and Local Council Liaison Meeting held on 29th March (see Appendix 3).

12. Police Liaison

To note a report from Cllr Laking following attendance at the Police Liaison meeting on 10th April (previously circulated).

13. SCAPAG Meeting

To receive a report from Cllr Laking following attendance at the Shipley Constituency Area Partners' Advisory Group (SCAPAG) held on 29th March (see Appendix 4).

14. Tittle Tattle

To consider content for the next edition of the Tittle Tattle newsletter. To note the deadline of 25th April for submission of content and that on this occasion there will be no charge to the Parish Council for publication.

15. Correspondence (see Appendix 4)

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

- a) E-mail from Ian Scott re. internal audit.
- b) E-mail from YLCA re. training course on planning.
- c) E-mail from YLCA re. transparency Fund.

d) E-mail from YLCA re. Digital Councils event.

16. Financial Matters

a) To authorise appointment of Ian Scott as Harden Parish Council's internal auditor for the 2016/17 accounts and annual returns. To approve costs of £56.75 including travel and mileage.

b) To authorise or otherwise expenditure of £200 for installation of the park picnic benches (quotation provided by Andrew Gregson, 2nd April 2017).

c) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Bradford Works	100476	£528	Winter maintenance
Ken Eastwood	100477	£24.05	Polldaddy subscription
YLCA	100478	£529	YLCA membership
Vision ICT	100479	£72	Email accounts (.gov.uk)
SLCC	100480	£103	SLCC & ALCC Membership
Bradford MDC	100481	£384.23	Salary payment
Ken Eastwood	100482	£1.60	Stamps
Ken Eastwood	100483	£15.75	Kasperski anti-virus subscription
Andrew Gregson	100484	£160	Glenn View bench installation
Gina Thompson	100485	£19.39	Refreshments (1 st April event)
Ken Eastwood	100486	£46.74	Files x 9 (Staples)
Ken Eastwood	100487	£4.50	Mileage

d) To note the following year end balances: -

HARDEN PARISH COUNCIL – 31 March 2017			
Item	Budget 2016/17	Expenditure 2016/17 (net)	Final Position
Clerk's salary and related expenses	4,600	5,640	-1,040
Subscriptions	500	772	-272
Insurance	500	469	31
Audits	200	184	17
Newsletter	650	498	153
Website	300	310	-10
Parish Plan	1,000	211	789
Training	400	175	225
Repairs	300	17	283
Stationery/telephone	200	233	-33
PC equipment	600	620	-20
Small grants	1,000	500	500
War memorial	1,000	0	1,000
Horticulture	2,500	1,931	569
Christmas event	200	172	28
Playground cleaning	200	0	200
S137	0	83	-83
Other*	0	5,621	-5,621
	14,150	17,435	-3,285

e) To note the following bank reconciliation: -

Cashbook Balances		
Balance 1 April 2016	17,253.71	
Add: income to date	15,877.52	
Less: expenditure to date	(18,977.17) (incl. VAT)	
Total:		14,154.06
Bank account balances, 1 April 2017		
Community Account	3,987.63	
Business Account	10,166.43	
Total:		14,154.06

17. Minor Items and Items for Next Agenda

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

18. Next Meeting

To note the Annual Parish Meeting will be held at 6.45pm on 11th May, 2017.

To confirm the next Parish Council meeting will be held on the same date, commencing at 7.15pm.

BOTH MEETINGS ARE HELD IN PUBLIC - ALL WELCOME