

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 annual meeting of Harden Parish Council, to be held on **Thursday 11th May 2017** at 7.15pm in Harden Memorial Hall.



Clerk to the Parish Council

6th May 2017

AGENDA

1. Election of Chair and Vice-Chair

Election and signing of Declaration of Acceptance of Office.

2. Apologies for Absence

To note any apologies offered.

3. 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.

4. Minutes of Meetings (previously circulated to Members)

- a) To agree and sign the minutes of the Parish Council monthly meeting held on 13th April 2017.
- b) To note the April Outstanding Issues Report (information and discussion only, see Appendix 1).

5. Planning Applications

To note the following decision: -

17/00880/HOU - Removal of garage and conservatory to be replaced with sun lounge and utility at 11 Ferrands Close, Harden – Granted.

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

6. Guest Speaker

To welcome Peter Allison from Wilsden Parish Council to discuss Neighbourhood Planning.

7. Representation

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

8. Exchange of Information

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

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 planting in the raised beds. To authorise or otherwise additional expenditure of £221 for the addition of *Strulch* mineralised straw to both the Post Office and Memorial planted beds.

11. Website

To receive an update on progress with the new Parish Council website.

12. Exclusion of Press & Public

To resolve that members of the press and public be excluded from item 13 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of an item of a confidential nature.

13. Staffing

To receive a report and recommendations from members of the Staffing Committee following the Clerk’s annual appraisal and grading review. To consider the recommendations made and authorise or otherwise a change to salary grade, to take effect from 1 February 2017.

14. Correspondence (see Appendix 2)

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

- a) E-mail from Bradford CCG re. ordering of repeat prescriptions.
- b) E-mail from YLCA re. Good Councillors Guide.
- c) E-mail from Kathryn Jones re. hosting of Local Councils liaison meetings.

15. Financial Matters

a) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Kay Kirkham	100488	£8.85	Travel
Ken Eastwood	100489	£23.79	Polldaddy subscription
Bradford MDC	100490	£387.62	Salary payment
Bradford MDC	100491	£240	Annual payroll service charge
Ken Eastwood	100492	£14.85	Mileage
Ken Eastwood	100493	£4	Printer paper
Andrew Gregson	100494	£200	Park bench installation

b) To note the following balances: -

HARDEN PARISH COUNCIL April 2017					
Item	Budget 2017/18	Expenditure to date	Budget Remaining	Forecast Shortfall (-) / Surplus (+)	Notes
Salary & related expenses	5,000	389	4,611	0	
Subscriptions	750	632	118	0	
Insurance	500	0	500	0	

Audits	200	0	200	0	
Newsletter	600	0	600	0	
Website	1,200	60	1,140	0	
Parish Plan	1,000	24	976	0	
Neighbourhood Planning	2,500	0	2,500	0	
Training	100	0	100	0	
Repairs	100	0	100	0	
Stationery/telephone	300	41	259	0	
PC equipment	0	13	-13	-13	
Small grants	500	0	500	0	
Horticulture	3,000	440	2,560	-1,109	1
Christmas event	200	0	200	0	
Playground cleaning	200	0	200	0	
Room hire	250	0	250	0	
Projects & Assets	1,775	160	1,615	-992	2
S137	100	19	81	0	
Other	250	0	250	0	
	18,525	1,778	16,747	-2,114	

Notes to Budget

1. Accounts for planting & *Strulch*. Does not include maintenance or bulb planting.
2. War Memorial project has slipped across financial years.

c) To note the following bank reconciliation: -

Cashbook Balances

Balance 1 April 2017	14,154.06	
Add: income to date	16,585.00	
Add: unpresented cheques	103	
Less: expenditure to date	(1,888.26) (incl. VAT)	
Total:		28,953.80

Bank account balances, 1 May 2017

Community Account	18,787.37	
Business Account	10,166.43	
Total:		28,953.80

16. Minor Items and Items for Next Agenda

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

17. Next Meeting

To confirm the next Parish Council meeting will be held at 7.15pm on 15th June.

THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME