

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 13th July 2017** 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
8th July, 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 8th June, 2017.
- b) To note the Outstanding Issues Report (information only, see Appendix 1).

4. Planning Matters

- a) To formulate observations relating to the following planning applications: -
17/03268/HOU - Retrospective application for replacement shed/playroom at 8 Millbeck Drive, Harden BD16 1TF
17/03320/LBC - Fitting exterior lettering to the front of the building at Harden Congregational Church, Spring Row, Harden BD16 1JP
17/03327/FUL - Change of use from nursing home/residential care home, staff and resident accommodation to 6 unrestricted dwelling houses (use class C3) and landscaping works, 1-6 St Ives Estate, Harden BD16 1AT
- b) To note the following outstanding enforcement action and to consider the Parish Council's response: -
14/00101/ENFUNA – Enforcement Notice re. unauthorised development at Golden Fleece, 38 Long Lane, Harden BD16 1HP (period for compliance expiring 3rd November, 2016 as amended by appeal).

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

5. Public 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. Councillor Vacancy

To receive an update on the Parish Council vacancy.

8. Neighbourhood Planning

To note progress with Harden Parish Council's application for designation of a neighbourhood area.

9. Memorial Hall

To receive an update on discussions with regard to the future of the Memorial Hall.

10. Horticulture

a) To agree to the award of a maintenance contract to Matthew Maddison to run, retrospectively, from mid-June to the end of September. To consider and authorise appropriate monthly expenditure.

b) To review flower bed sponsorship proposals and to authorise the Clerk to approach potential sponsors.

11. War Memorial

To receive an update on progress with renovation of the memorial and to authorise or otherwise commissioning of a suitable brass plaque. To consider preparation and timing of a suitable media statement.

12. Small Grants

To consider small grants applications received from Harden Children's Gala Society, with regard to Harden Gala traffic management costs and from Goit Stock Dippers community action group, with regard to signage indicating location of new dog waste bins (applications previously circulated).

13. Correspondence (see Appendix 3)

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

a) E-mail from Ward Officer re. Neighbourhood Services, Police & Parish Council Liaison meeting.

b) E-mail from Bradford MDC Electoral Services re. Parish Council vacancy.

c) E-mail from Bradford MDC re. Local Councils Liaison minutes.

d) E-mail from Bradford MDC re. Application for designation of a neighbourhood area.

e) Follow-up E-mail from Bradford MDC re. Application for designation of a neighbourhood area.

f) E-mail from YLCA re. Councillor training.

g) E-mail from Bradford MDC re. SCAPAG meetings.

14. Financial Matters

a) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Ken Eastwood	100502	£23.37	PollDaddy subscription
		£0.98	Postage
		£13.05	Mileage
		£37.40	
Aura Conservation Ltd	100503	£4,761.60	War Memorial renovation
Bradford MDC	100504	£690.29	Salary payment
Gina Thompson	100505	£59.99	Hosepipe
Matthew Maddison	100506	£75.00	Flower bed maintenance
Helen Taylor Plants & Planting Limited	100507	£2,368	Horticulture

b) To note the following trial balances: -

HARDEN PARISH COUNCIL					
June 2017					
Item	Budget 2017/18	Expenditure to date (Net)	Budget Remaining	Forecast Shortfall (-) / Surplus (+)	Notes
Staff Costs	4,900	1,315	3,585	-832	1
Travel	100	55	45	0	
Subscriptions	750	842	-92	0	
Insurance	500	0	500	0	
Audits	200	77	123	0	
Newsletter	600	0	600	0	
Website	1,200	1,275	-75	0	
Parish Plan	1,000	71	929	0	
Neighbourhood Planning	2,500	0	2,500	0	
Training	100	0	100	0	
Repairs	100	0	100	0	
Stationery/telephone	300	59	241	0	
PC equipment	0	13	-13	-13	
Small grants	500	0	500	0	
Horticulture	3,000	2,478	522	-2,091	2
Christmas event	200	0	200	0	
Playground cleaning	200	0	200	0	
Room hire	250	0	250	0	
Projects & Assets	1,775	505	1,270	-992	3
S137	100	19	81	0	
Other	250	0	250	0	
	18,525	6,709	11,816	-3,297	

Notes to Budget

1. Includes national pay award and salary increase.

2. Forecast includes full planting costs, maintenance and water charges.
3. War Memorial project slipped across financial years.

c) To note the following bank reconciliation: -

Cashbook Balances

Balance 1 April 2017	14,154.06	
Add: income to date	16,635.00	
Less: expenditure to date	(7,102.91) (incl. VAT)	
Total:		23,686.15

Bank account balances, 1 June 2017

Community Account	13,519.72	
Business Account	10,166.43	
Less: unpresented cheques	0	
Add: unbanked cash	0	
Total:		23,686.15

15. Minor items and items for next agenda

To note minor items and items for the next agenda.

16. Next Meeting

To confirm the next meeting as 10th August 2017 at 7.15pm.

THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME