

## 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 10<sup>th</sup> August 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**  
5<sup>th</sup> August, 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 13<sup>th</sup> July, 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: -  
17/04467/HOU - Single storey rear extension and alterations. Alterations and extension to existing garage at Wayside, Wilsden Road, Harden BD16 1JL.  
17/04134/LBC & 17/04133/FUL – Change of use to create two residential apartments and exterior alterations. Listed building consent for exterior and interior alterations to facilitate change of use to two residential apartments at St Ives Mansion, St Ives Estate, Keighley Road, Harden BD16 1AT.
- b) To note the following planning decisions: -  
17/03268/HOU - Retrospective application for replacement shed/playroom at 8 Millbeck Drive, Harden BD16 1TF – approved.  
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 at 1-6 St Ives Estate, Harden BD16 1AT – approved.

(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. Memorial Hall**

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

**9. Horticulture**

To review quotations for the purchase of bulbs and to authorise or otherwise related expenditure.

**10. Correspondence (see Appendix 2)**

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

- a) E-mail from Haydn Cavanagh re. Small grant application.
- b) Letter from Colin Whitfield Bradford MDC re. work at St Ives.
- c) E-mail from Shipley Area Neighbourhood Forums Shipley Area Office re. Community Chest.
- d) E-mail from YLCA re. Reform of data Protection Legislation.
- e) E-mail from Peter Wilman Bradford MDC re. Cherry tree in Harden.
- f) E-mail from YLCA re. The Good Councillors Guide to Finance and Transparency.

**11. Financial Matters**

- a) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
St Saviour's Church	100508	£100	Charge for water usage
Ken Eastwood	100509	£22.84	PollDaddy subscription
		£9.00	Mileage
		£31.84	
Bradford MDC	100510	£456.55	Salary payment
Matthew Maddison	100511	£50.00	Flower bed maintenance
Local Council Review	100512	£17.00	Subscription
Harden Children's Gala Society	100513	£250.00	Small grant

b) To note the following trial balances: -

<b>HARDEN PARISH COUNCIL</b>					
<b>July 2017</b>					
<b>Item</b>	<b>Budget 2017/18</b>	<b>Expenditure to date (Net)</b>	<b>Budget Remaining</b>	<b>Forecast Shortfall (-) / Surplus (+)</b>	<b>Notes</b>
Staff Costs	4,900	2,005	2,895	-832	1
Travel	100	68	32		
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	94	906	0	
Neighbourhood Planning	2,500	0	2,500	0	
Training	100	0	100	0	
Repairs	100	0	100	0	
Stationery/telephone	300	60	240	0	
PC equipment	0	13	-13	-13	
Small grants	500	0	500	0	
Horticulture	3,000	4,921	-1,921	-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	4,533	-2,758	-992	3
S137	100	19	81	0	
Other	250	0	250	0	
	<b>18,525</b>	<b>13,908</b>	<b>4,617</b>	<b>-3,928</b>	

### **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	16,660.00	
Less: expenditure to date	(15,095.19) (incl. VAT)	
Total:		<b>15,718.87</b>

#### Bank account balances 1 August 2017

Community Account	5,552.44	
Business Account	10,166.43	
Less: unpresented cheques	0	
Add: unbanked cash	0	
Total:		<b>15,718.87</b>

**12. Minor items and items for next agenda**

To note minor items and items for the next agenda.

**13. Next Meeting**

To confirm the next meeting as 14<sup>th</sup> September 2017 at 7.15pm.

**THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME**