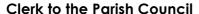
### **Harden Parish Council**



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 next meeting of Harden Parish Council, to be held on **Thursday 9<sup>th</sup> November 2017** at 7.15pm in Harden Memorial Hall.



Ken Easturn

4<sup>th</sup> November, 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 12<sup>th</sup> October, 2017.
- b) To note the Outstanding Issues Report (information only, see Appendix 1).

#### 4. Public Representation

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

### 5. Guest Speaker – Neighbourhood Planning

To welcome a Planning Officer from Bradford MDC to discuss Neighbourhood Planning in Harden.

#### 6. Councillor Vacancy

To consider expressions of interest in standing as a Parish Councillor from persons present and to co-opt to the vacancy if appropriate.

#### 7. Planning Matters

17/06037/FUL - Construction of 4 no. 3 bedroom, 2 storey houses including associated car parking - land 408451 438335 Back O' The Mill, Keighley Road, Harden.

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

### 8. Exchange of Information

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

### 9. Budget

To review and formulate a draft budget for 2018/19.

# 10. 2018 Boundary Review

To consider Boundary Commission proposals for revisions to parliamentary constituency boundaries impacting on Harden and the existing Shipley constituency. To formulate a response to the consultation.

# 11. Telephone Kiosk

To authorise or otherwise payment of £1 and an application to BT under the adopt a kiosk scheme. To consider future maintenance and use of the telephone kiosk.

#### 12. Allotments

To receive a report from the Clerk on the current allotments consultation (see Appendix 2). To consider appropriate next steps.

# 13. Correspondence (see Appendix 3)

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

- a) E-mail from YLCA re. membership subscription fees.
- b) E-mail from Bradford MDC re. Harden Memorial Hall.
- c) E-mail from Shipley Area Co-ordinator re. S/NPT/PC Meeting Notes.

### 14. Financial Matters

a) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Matthew Maddison	100526	£25	Winter maintenance
Matthew Maddison	100527	£225	Spring bulb planting
Digital Nomads Limited	100528	£161.11	Brass plaque
Ken Eastwood	100529	£20	Poppy wreath
		£22.65	Polldaddy subscription
		£18.90	Mileage
		£61.55	
Bradford MDC	100530	£456.55	Salary payment

# b) To note the following trial balances: -

HARDEN PARISH COUNCIL October 2017									
Staff Costs	4,900	2,919	1,981	-832	1				
Travel	100	82	18	-64					
Subscriptions	750	859	-109	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	140	860	0	
Neighbourhood					
Planning	2,500	0	2,500	0	
Training	100	45	55	0	
Repairs	100	0	100	0	
Stationery/telephone	300	67	233	0	
PC equipment	0	13	-13	-13	
Small grants	500	250	250	0	
Horticulture	3,000	5,071	-2,071	-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	
	18,525	15,350	3,175	-3,992	

### **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. Forecast does not include grant award from War Memorials Trust.
  - c) To note the following bank reconciliation: -

### Cashbook Balances

Balance 1 April 2017 14,154.06 Add: income to date 22,919.07

Less: expenditure to date (18,481.58) (incl. VAT)

Total: **18,591.55** 

Bank account balances 1 November 2017

Community Account 8,830.12
Business Account 10,166.43
Less: unpresented cheques 405

Add: unbanked cash 0

Total: **18,591.55** 

d) To note the following overpayments and resulting refund: -

Cheque 100516 issued on 14<sup>th</sup> September for £34, previously presumed lost in post and reissued, was drawn from the account on 26<sup>th</sup> October.

In addition, an arithmetic error in calculating expenses authorised on  $12^{th}$  October resulted in an overpayment of £54.

Consequently, £88 refunded to the Parish Council bank account by the Clerk (paid by BACS  $5^{th}$  November).

# 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  $14^{\text{th}}$  December 2017 at 7.15pm.

# THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME