

## 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 next meeting of Harden Parish Council, to be held on **Thursday 8<sup>th</sup> March, 2018** at 7.15pm in Harden Memorial Hall.



**Clerk to the Parish Council**

4<sup>th</sup> March, 2018

### **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 15<sup>th</sup> February, 2018.
- b) To note the Outstanding Issues Report (information only, see Appendix 1).

**4. Long Lane Speed Bumps**

To welcome Councillor Naveed Riaz to discuss speed bump issues on Long Lane and to explore opportunity for resolution of noise issues affecting several residents.

**5. Memorial Hall**

To welcome Nigel Gillatt from Bradford Council and to discuss the future management of the Memorial Hall.

**6. Planning Matters**

To formulate observations relating to the following application: -

18/00768/HOU - Two storey side extension at 1 St Ives Place, Harden.

To note the following approval: -

17/06961/HOU - Porch extension at 12 Glen View, Harden.

(Planning applications can be viewed via Bradford Council's online system

<http://www.planning4bradford.com/online-applications>).

**7. Public 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. Neighbourhood Planning**

To review submissions and quotations received from planning consultants and to agree a shortlist and arrangements for selection.

**10. Adverse Weather**

To consider the adequacy of the response by Bradford Council to the recent adverse weather and the impact on Harden.

**11. Wildflower Planting**

To consider opportunity for the use of wildflower seeds, such as those provided by [www.beebombs.com](http://www.beebombs.com), having regard to the future reduction in grounds maintenance services provided by Bradford Council.

**12. Planning Workshops**

To authorise or otherwise, attendance by Cllr's Kirkham and Bryan at a Yorkshire Local Councils Associations (YLCA) organised planning workshop, in Bingley on 13<sup>th</sup> April, at a cost of £115 per delegate.

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

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

- a) E-mail from ward officer re. notes from Neighbourhood Service / Police / Parish Council meeting on Monday 12<sup>th</sup> February.

**14. Financial Matters**

- a) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Ken Eastwood	100547	£22.13	Polldaddy subscription
		£4.50	Mileage
		£26.63	
Bradford MDC	100548	£456.55	Salary payment
Matthew Maddison	100549	£25	Winter maintenance
YLCA	100550	£230	Training workshops
Digital Nomads Limited	100551	£64.13	Paper & Envelopes

- b) To note the following trial balances: -

<b>HARDEN PARISH COUNCIL</b>					
<b>February 2018</b>					
<b>Item</b>	<b>Budget 2017/18</b>	<b>Expenditure to date</b>	<b>Budget Remaining</b>	<b>Forecast Shortfall (-) / Surplus (+)</b>	<b>Notes</b>
Staff Costs	4,900	5,201	-301	-758	1

Travel	100	124	-24	-64	
Subscriptions	750	894	-144	-144	
Insurance	500	0	500	22	
Audits	200	675	-475	3	
Newsletter	600	438	162	162	
Website	1,200	1,330	-130	-130	
Parish Plan	1,000	230	770	770	
Neighbourhood Planning	2,500	0	2,500	2,500	
Training	100	240	-140	-140	
Repairs	100	5	95	95	
Stationery/telephone	300	71	229	165	
PC equipment	0	13	-13	-13	
Small grants	500	500	0	0	
Horticulture	3,000	6,072	-3,072	-3,097	2
Christmas event	200	92	108	108	
Playground cleaning	200	0	200	200	
Room hire	250	0	250	250	
Projects & Assets	1,775	4,668	-2,893	-2,893	3
S137	100	39	61	61	
Other	250	88	162	162	
	<b>18,525</b>	<b>20,681</b>	<b>-2,156</b>	<b>-2,741</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	23,013.92	
Less: expenditure to date	(22,101.47) (incl. VAT)	
Total:		<b>15,066.51</b>

#### Bank account balances 1 March 2018

Community Account	5,143.23	
Business Account	10,173.28	
Less: unpresented cheques	250	
Add: unbanked cash	0	
Total:		<b>15,066.51</b>

### **15. Attendance at meeting(s)**

To consider representation at the next School Partnership Meeting, on Wednesday 25<sup>th</sup> April at 10.30 am at Beckfoot School. To note previous meetings focused on school traffic and parking issues. Whilst this will continue to be the main item of discussion, there is a stated desire to broaden out the agenda to include other areas of work with the potential for joint working / support, such as village environmental projects and youth initiatives.

### **16. Minor items and items for next agenda**

To note minor items and items for the next agenda.

**17. Next Meeting**

To confirm the date of the next meeting as 12<sup>th</sup> April 2018, noting the Annual Parish Meeting will be held at 7.00pm, followed by the monthly Parish Council Meeting at 7.15pm.

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

## Appendix 1: Outstanding Issues

Subject	Issues	Responsibility	Date of last action	Notes
Highways	Unofficial layby & damaged sign	Clerk	April 2017	Awaiting email updates.
	Long Lane Speed Bumps	Clerk	February 2018	Main agenda item.
Procurement	Monkey bars in play area	Cllr Gregson & Clerk	June 2017	Meeting postponed. To roll forward.
Allotments	Written representations received on the need for allotments.	Clerk & Members	February 2018	Clerk establishing a working party.
Neighbourhood Planning	Seek quotations & appoint consultants.	Council & Clerk	February 2018	Main agenda item.
Telephone Kiosk	Adoption from BT, renovation and usage.	Clerk	February 2018	Invitation to quote issued to contractors with response date of 14 <sup>th</sup> March.

## Appendix 2: Correspondence

Email from Ward Office, 27<sup>th</sup> February

### Bingley Rural Ward Neighbourhood Service / Police / Parish Councils Meeting Monday 12<sup>th</sup> February 2018 Harden Memorial Hall

#### Present:

- Parish Councillors Howard Martin (Cullingworth), Manu Ahir (Cullingworth), Ann Taylor (Harden), Howard Clough (Cottingley ward, Bingley)
- Wendy Fisher (BMDC Neighbourhood Service)
- PC Cath Gallimore (Neighbourhood Police Team)

#### Apologies:

- Tony Caunt (Wilsden)
- Ray Graham (Wilsden)
- Steve Nunn (Denholme)

### NOTES / ACTIONS

1	<p><b>Update on Actions from Last Meeting (9<sup>th</sup> October 2017) -</b></p> <ul style="list-style-type: none"><li>• Bingley Rural Action Day/s - Cath will discuss this with the new Sergeant, Andrew Rollett, when in post and action from there. <b>Action: Cath.</b></li><li>• The next Bingley Rural School Partnership meeting will be set up shortly. All parish councils will be invited to send a representative. <b>Action: Wendy.</b></li><li>• The second Bingley Rural Church Partnership took place in December. All parish councils received a copy of the notes. A further meeting is due in March. <b>Action: Wendy</b></li><li>• School parking campaigns are still to set up for Wilsden &amp; Denholme Primary schools. These were not carried out in January, as planned, due to bad weather. <b>Action: Cath / Council Warden Manager</b></li><li>• Cath has spoken to colleagues about use of the Police speed camera van. However the response is that no locations in Bingley Rural ward qualify, as the accident statistics are not bad enough. <b>Action: Cath will keep pushing for this.</b></li><li>• Becky Walker will not be acting as Police Neighbourhood Watch Co-ordinator in future. Anyone interested in Neighbourhood Watch should contact the Shipley Neighbourhood Police Team for the foreseeable future. There are going to be two Neighbourhood Watch Co-ordinators for West Yorkshire.</li></ul>
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	<ul style="list-style-type: none"> <li>Howard M has had difficulty in contacting Natalie, the Cullingworth Neighbourhood Watch contact on the village Facebook site. <b><u>Action: Cath to contact Natalie and ask her to get in touch with Howard.</u></b></li> <li>Howard M asked for an update on Cullingworth's street cleaner. <b><u>Action: Wendy to ask the Clean Team Manager for an update.</u></b></li> </ul>
2	<p><b>Police Update / Issues -</b></p> <ul style="list-style-type: none"> <li>Cath outlined crime data for the villages since the start of 2018.</li> <li><b><u>Action: Cath to write an article on crime prevention for the village newsletters / websites.</u></b></li> <li>Cath reiterated the importance of residents reporting crime / suspicious activity to the relevant agency, not just posting on social media.</li> <li>Officers from the Neighbourhood Police Team will be running stalls at Bingley Rural village galas this year. They will bring the Police van and some activities - <ul style="list-style-type: none"> <li>Denholme - Saturday 7<sup>th</sup> July</li> <li>Cullingworth - Saturday 14<sup>th</sup> July (<b><u>Action: Manu to check date</u></b>)</li> <li>Cottingley - Saturday 14<sup>th</sup> July</li> <li><b><u>Action: Ann to inform Cath of Harden Gala date</u></b></li> <li><b><u>Action: Cath to find out date of Wilsden Gala</u></b></li> </ul> </li> <li>The Police and Bradford Council's Youth Service are working well together. A game of rounders between local Police officers and young people in Denholme is planned, and there may be more scope for more of this type of thing.</li> <li>Development of the Police Cadets is on hold for the time being, until the new Police teams are in place at the end of March.</li> </ul>
3	<p><b>Neighbourhood Service Update / Issues -</b></p> <ul style="list-style-type: none"> <li>The next round of Bingley Rural drop-in sessions (first half of 2018) is being planned - <ul style="list-style-type: none"> <li>Cottingley's drop-in will be held just before Cottingley Community Association's AGM on Wednesday 28<sup>th</sup> March (date now confirmed by Howard C). Drop-in to run from 5.15pm to 6.45pm, AGM to start at 7pm).</li> <li>Cullingworth's drop-in will be held at Cullingworth Village Showcase event on Saturday 28<sup>th</sup> April, 2pm to 4pm.</li> <li>Possibilities for the other villages are Police Contact Point (Wilsden and Denholme) village galas etc. <b><u>Action: Wendy to progress these with village contacts</u></b></li> </ul> </li> <li>The Great British Spring Clean is being run in early March this year. This is a national initiative organised by Keep Britain Tidy. The Neighbourhood Service will be happy to support local groups undertaking litter-picks etc. Wilsden Primary School is interested in a future clean-up in the village.</li> <li>Wendy has had a discussion with Milton Pearson, the Manager at Wilsden Village Hall, about setting up a 'village hall partnership' for the ward, to enable village hall leaders to come together for support, ideas, etc.</li> <li>Unfortunately there is still no dedicated Council Warden for Bingley Rural. However Wardens are visiting the ward, particularly the team leader and motorbike wardens.</li> </ul>

	<ul style="list-style-type: none"> <li>• The underlying themes of the Youth Service’s work with young people in 2018/19 will be - <ul style="list-style-type: none"> <li>○ Volunteering, including befriending and Young Leaders</li> <li>○ Social action and community cohesion.</li> </ul> </li> <li>• Cath reported that the recycling area at Cullingworth has quite a lot of items dumped on the ground. <b><u>Action: Manu / Cath to check if these have been cleared, and let Wendy know.</u></b></li> <li>• The ward’s Clean Team received positive feedback from the parish councillors present. Howard M reported rubbish blowing around at the side of the A629 near to the Flappit, on the right hand side as travelling towards Denholme. <b><u>Action: Wendy to take up with the Clean Team Manager.</u></b></li> </ul>
4	<p><b>Any Other Business -</b></p> <ul style="list-style-type: none"> <li>• Howard M handed out copies of the ‘Cullingworth Matters’ village newsletter.</li> <li>• Howard M reported that Cullingworth Conservative Club is allowing parents to use its car park for the school run.</li> <li>• Howard C asked about a Police presence in Cottingley last Friday evening, but Cath could not report anything on this.</li> </ul>
5	<p><b>Date of next meeting - Monday 9<sup>th</sup> April , 7pm, at Beckfoot School</b></p>