

Harden Parish Council



Clerk: Ken Eastwood, Harden Parish Council, PO Box 572, Keighley BD21 9FE
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 14th February, 2019** at 7.15pm in Harden Memorial Hall.



Clerk to the Parish Council

9th February, 2019

AGENDA

1. Apologies for Absence

To consider 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 10th January, 2019.
- b) To receive minutes from the Neighbourhood Plan Project Team meeting, held on 14th January, 2019.
- c) To note the Outstanding Issues Report (information only, see Appendix 1).

4. Planning Matters

- 19/00280/HOU - Two storey extension to side and rear at 30 Ferrands Park Way ,Harden BD16 1HZ
- To note an appeal lodged in connection with conversion of former public conveniences .

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

5. Councillor Vacancy

To consider ways to promote the role of Parish Councillor within Harden.

6. Public Representation

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

7. Exchange of Information

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

8. Road Safety at School

To consider investment in parking buddies to be shared with neighbouring councils. To authorise or otherwise related expenditure.

9. Core Strategy

To consider the core strategy partial review, circulated to members separately. To formulate a response and agree appropriate action.

10. Correspondence (see Appendix 2)

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

- E-mail from a resident re. grit bins.

11. Staffing Matters

To receive a report from the Chair following the Clerk's annual appraisal and salary review. To agree appropriate action.

12. Financial Matters

a) To sign the following cheques for payment: -

Payee	Cheque No.	Amount	Description
Ken Eastwood	100622	£64.80	Travel expenses
Ken Eastwood	100623	£17.92	Expenses
Bradford MDC	100624	£808.34	Salary payment
Matthew Maddison	100625	£25	Winter maintenance
Kay Kirkham	100626	£39.98	Ancestry memberships
ICO	100627	£40	Registration fee

b) To authorise the Clerk's overtime claim (9.5 hours for CiLCA training and additional meetings).

c) To note the following trial balances: -

HARDEN PARISH COUNCIL

31 January, 2019

Item	Budget 2018/19	Expenditure to date	Budget Remaining	Forecast Shortfall (-) / Surplus (+)	Notes
Staff Costs	5,533	6,646	-1,113	-2,600	1
Travel	150	287	-137	-150	
Subscriptions	875	1,388	-513	-513	2
Insurance	500	478	22	22	
Audits	200	178	22	22	
Newsletter	850	448	402	402	
Website	475	1,218	-743	-743	3
Parish Plan	1,000	43	957	957	
Neighbourhood Planning	2,500	1,835	665	-511	4
Training	100	315	-215	-215	
Repairs	100	27	73	73	
Stationery/telephone	100	156	-56	-50	
PC equipment	250	94	156	156	
Small grants	500	850	-350	-350	
Horticulture	1,000	655	345	270	
Christmas event	200	118	82	82	
Playground cleaning	200	0	200	200	
Projects & Assets	7,175	1,091	6,084	2,699	
S 137	100	30	70	0	
Other	100	53	47	0	
	21,908	15,909	5,999	-249	

Notes

1. Reflects pay award, additional hours and overtime. Increase in hours included in budget for Neighbourhood Planning.
2. Reflects additional subscription to PO Box service required by GDPR but not budgeted for in 2018/19.
3. Reflects additional website development recovered by Neighbourhood Planning grant.
4. Costs are offset by Neighbourhood Planning Grant.

d) To note the following bank reconciliation: -

Cashbook Balances

Balance 1 April 2018	14,264.20	
Add: income to date	27,243.60	
Less: expenditure to date	(16,950.20) (incl. VAT)	
Total:		24,557.60

Bank account balances 31 January 2019

Community Account	14,394.09	
Business Account	10,188.51	
Less unpresented cheques	25	
Total:		24,557.60

13. Attendance at meetings

To consider and note attendance at upcoming meetings: -

- Bingley Rural Parish Council Partnership Meeting 11th March, 7pm, at Harden Memorial Hall.
- YLCA branch meeting on 13th March, Keighley Civic Centre.

14. Minor items and items for next agenda

To note minor items and items for the next agenda.

15. Next Meeting

To confirm the date of the next monthly Parish Council meeting, as 14th March 2019, at 7.15pm.

THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME

(A full version of the agenda with appendices is available at <http://hardenparishcouncil.gov.uk>)

Appendix 1: Outstanding Issues

Subject	Issues	Responsibility	Date of last action	Notes
Allotments	Written representations received on the need for allotments.	Clerk & Members	January 2019	Preferred plot identified. Liaison with Bradford Council progressed. Next meeting 21 st February.
Neighbourhood Planning	Ongoing project.	Council, Clerk & Integreat Plus	January 2019	Draft vision, aims and objectives prepared. Next meeting 19 th February.
Telephone Kiosk	Adoption from BT, renovation and usage.	Clerk	November 2018	Work in progress. Need to consider fit out after renovation.

Appendix 2: Correspondence

Email from resident

Good afternoon, i've lived in the village all my life and have recently moved to The Narrows in the village. I previously lived on millbeck drive where we had 2 grit bins and another round the corner on Parry Close. There are none down this end of the village and there are a lot of elderly residents, it is also quite steep going up to the main road next to the entrance of the park. Could you please look into providing a couple of grit bins in the area or let me know how I go about applying for them. Thank you.