

# Harden Parish Council



Clerk: Ken Eastwood, Harden Parish Council, PO Box 572, KEIGHLEY BD21 9FE  
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Dear Councillor,

You are summoned to attend the monthly meeting of Harden Parish Council, to be held on **Thursday 11<sup>th</sup> July, 2019** 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**

6<sup>th</sup> July, 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 13<sup>th</sup> June, 2019.
- b) To note the Outstanding Issues Report (information only, see Appendix 1).
- c) To receive minutes from the Neighbourhood Plan Project Team meeting, held on 20<sup>th</sup> May, 2019.

### 4. Public Representation

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

### 5. Planning Matters

To formulate observations relating to the following applications: -

- 19/02555/HOU - Part two-storey side and part single-storey front and rear extensions at 25 Long Lane, Harden.

- 19/02581/HOU - Demolish existing front porch, garage and side extension. Replace with gable roofed front porch, wider side garage and pitched roof side extension. Add new rear orangery extension and extend rear dormer at 10 Narrow Lane, Harden.

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

## 6. Councillor Vacancy

To receive an update on the vacancy and any expressions of interest received.

## 7. Council Name

To consider whether to change the Council name from Harden Parish Council to Harden Village Council. To review issues relating to a name change, including changes to branding, website and email addresses. To consider appropriate action.

## 8. Noticeboards (see Appendix 2)

To review options and quotations received for the replacement of the Parish Council's noticeboards. To authorise or otherwise the purchase of two replacement noticeboards and their installation.

## 9. Member Training

To approve attendance at a YLCA member training workshop by Cllrs Ahmed and Macdonald and to authorise related expenditure.

## 10. Exchange of Information

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

## 11. Correspondence (see Appendix 3)

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

- Letter re. VE Day 75.
- Email from Forest of Bradford Tree Planting Manager.
- Email from St Saviour's Harden re. Christmas 2019.

## 12. Financial Matters

- To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Ken Eastwood	100660	£4.50 £7.32 £11.82	Mileage Stamps Total
Bradford MDC	100661	£687.08	Salary payment
Matthew Maddison	100662	£65	Summer maintenance
St Saviour's	100663	£100	Donation (water supply)
YLCA	100664	£230	Member training workshop
Imperative Training Ltd	100665	£198.60	Defibrillator annual service

b) To note the following trial balances: -

<b>Harden Parish Council 6 July 2019</b>			
<b>Item</b>	<b>Budget 2019/20</b>	<b>Expenditure to date</b>	<b>Budget Remaining</b>
Staff Costs	8,500	2,285	6,215
Travel	300	50	250
Subscriptions	1,400	1,196	204
Insurance	500	0	500
Audits	200	93	107
Newsletter	850	0	850
Website	825	335	490
Parish Plan	1,000	0	1,000
Neighbourhood Planning	3,000	1,185	1,815
Training	750	0	750
Repairs	100	65	35
Stationery	200	124	77
PC equipment	250	677	-427
Small grants	1,000	235	765
Horticulture	750	400	350
Christmas event	200	0	200
Projects & Assets	18,575	879	17,696
S 137	125	0	125
Other	100	0	100
	<b>38,625</b>	<b>7,524</b>	<b>31,101</b>

c) To note the following bank reconciliation: -

Cashbook balances

Balance 1 April 2019	18,405.92	
Add: income to date	29,152.08	
Less: expenditure to date	(8,259.91) (incl. VAT)	
Total:		<b>39,298.09</b>

Bank account balances 6 July 2019

Community Account	29,099.42	
Business Account	10,198.67	
Less: unpresented cheques	0	
Add: unbanked cash	0	
Total:		<b>39,298.09</b>

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

To note minor items and items for the next agenda.

**14. Next Meeting**

To confirm the date of the next monthly Parish Council meeting.

**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	June 2019	Preferred site not supported by Bradford MDC. Cllr A Macdonald mapping potential other sites. Cllr Bryan to meet with the Chair of the Friends of St Ives. Clerk contacted portfolio holder, Cllr Ferriby on 22 <sup>nd</sup> June, with copy to Strategic Director and Ward Members.
Neighbourhood Planning	Ongoing project.	Council, Clerk & Integreat Plus	June 2019	Draft vision, aims and objectives prepared. Movement, housing and community facilities, green spaces, business & employment, & heritage topics considered and first draft policies discussed. Next meeting 5 <sup>th</sup> August.
Telephone Kiosk	Adoption from BT, renovation and usage.	Clerk	November 2018	Need to consider fit out after renovation. Contact made with Addingham Civic Society re. fit out.
Benches	Replacement of village benches on rolling programme.	Clerk & Cllr A Macdonald	May 2019	Two additional benches on order. All three to be installed once received.
Traffic Study	Commission traffic survey(s) and expert recommendations	Clerk	June 2019	Three suppliers shortlisted. Each to be invited to a Q & A meeting to present proposals. Surveys to be conducted after Summer holidays.

## Appendix 2: Noticeboards

The previous noticeboards were 1,000mm x 1,000mm.

The WI noticeboard was supplied by the Noticeboard Company. These are significantly less expensive than other quotations received (details discussed at June's Parish Council meeting).


Sizes and costs are as follows: -

**Noticeboard Company** Sales: 02476 010076

search Request a Quote Order Form Live Chat

STANDARD LOCKABLE EXTERNAL WHITEBOARDS HOSPITALITY STAFF IN/OUT MOBILE FIRE RETARDANT MORE

Home > External Notice Boards > Personalised External Boards



- Wall mounted external notice board
- 30mm deep painted aluminium frame
- Zinc electroplated steel backboard
- Ideal for use with magnets
- Side hinged door with key lock
- Header panel with text and logo
- 5 Year Guarantee

750 x 750mm wide (6 x A4)


Green (RAL 6005)

Dome

Harden Parish Council

**£380.00** ex. VAT

Qty 1 Add to Basket



### Same Style, Other Sizes

830 x 980mm wide (8 x A4) £418

1,050 x 750mm wide (9 x A4) £414

Delivery £10

## Appendix 3: Correspondence

### Letter from Bruno Peek Pageantmaster VE Day 75 for SSAFA

Dear Town and Parish Clerk,

#### **TOWN & PARISH COUNCILS - VE DAY 75**

I have pleasure in outlining plans for **VE Day 75**, being organised to celebrate and commemorate the 75<sup>th</sup> Anniversary of VE Day as mentioned in my last communication to you last year.

The 8<sup>th</sup> May 1945 was the day peace emerged after nearly six years of war, so the 75<sup>th</sup> anniversary on 8<sup>th</sup> May 2020 represents an important milestone in our history. I am sure you will agree that we cannot let this day pass without reflecting on the enormous sacrifice, courage and determination of people from all walks of life who saw us through this dark period. Our celebration, **VE Day 75**, will cover the weekend of 8<sup>th</sup> - 10<sup>th</sup> May 2020, and will be an international celebration of peace – a time to remember, reflect and pay tribute to the millions who played such a vital part in achieving it.

This includes the Armed Forces personnel from many countries who gave their lives, and those who returned home injured in body and mind; the hard-working women and men who kept the factories, mines, shipyards and farms operating throughout the years of turmoil; the ARP wardens, police officers, doctors, nurses, firemen, local defence volunteers and many others who put their lives on hold to safeguard the home front.

The official, exclusive charity for **VE Day 75** is SSAFA, the Armed Forces Charity, which also supports the Merchant Navy. The planned activities over the weekend are as follows:

- The Playing of Battle's O'er & VE 75 Years
- The Nation's Toast to the Heroes of WW2
- The Cry for Peace, around the World
- Churches & cathedrals Ringing out for Peace
- Street parties and parties in pubs, clubs, Hotels, on town and village greens and in halls etc
- Services of commemoration and celebration in churches, including the reading of the Tribute to the Millions and the playing of the Last Post

Registration for all participants will be solely through [www.veday75.org](http://www.veday75.org). As well as adding your details you will also be able to download important documents, including a commemorative certificate, and view messages of support from individuals and organisations.

#### **FRIDAY 8TH MAY 2020**

##### **3pm – Battle's O'er & VE 75 Years**

3pm is the time Winston Churchill officially announced the end of WW2 from the Cabinet Office at 10 Downing Street, London.

Pipers from around the world will open **VE Day 75** by playing Battle's O'er and VE 75 Years at 3pm local time in the country they are in, paying tribute to the millions who gave so much to earn our freedom today. Battle's O'er is the traditional tune played by pipers at the end of a battle, and VE 75 Years has been specially written for this occasion by Pipe Major Roger Bayes of the City of Norwich Pipe Band. Battle's O'er will be played by pipers from the top of the four highest Peaks in the UK - Ben Nevis, Scotland; Scafell Pike, England; Mount Snowdon, Wales, and Slieve Donard, Northern Ireland – and also at the five furthest points in the UK. This has never been undertaken before.

We are encouraging pipers working that day to pause at 3pm to play the tune in their workplace. It will provide pipers throughout the world the opportunity to participate without having to take time off work. We are already aware that a nurse will be playing the pipes on her hospital ward, and that others will be playing at a railway company, in a field and outside a bakery. Those pipers taking part can register their involvement at the VE Day 75 website – [www.veday75.org](http://www.veday75.org).

### **3pm – The Nation’s Toast to the Heroes of WW2**

To coincide with the playing of Battle's O'er thousands of pubs throughout the UK, Channel Islands and the Isle of Man will encourage customers to raise a glass at 3pm and take part in The Nation’s Toast to the Heroes of WW2. All pubs taking part can register their involvement on the VE Day 75 website – [www.veday75.org](http://www.veday75.org).

### **6.55pm – A Cry for Peace Around the World**

Town Criers around the world will be undertaking A Cry for Peace Around the World, kindly written for this occasion by Crier Peter Taunton. The 'Cry', which can be downloaded from the website, will be performed at 7pm local time in locations around the world, starting in New Zealand. Those Town Criers and others undertaking this 'Cry' can register their involvement on the VE Day 75 website – [www.veday75.org](http://www.veday75.org).

### **7pm – Ringing out for Peace**

Bells in churches and cathedrals will ring out at 7pm in a collective celebration of VE Day 75. The sound of church bells is deeply rooted in British culture. They provide the grand soundtrack to our historic moments, calling us to wake, to pray, to work, to arms, to feast, to celebrate and, in times of crisis, to come together. This aspect of VE Day 75 could not be more appropriate, ringing out around the world to celebrate the peace we share today. Those churches taking part can register their involvement on the VE day website – [www.veday75.org](http://www.veday75.org).

### **7pm onwards – Parties and Celebration**

Parties and celebrations will take place in pubs, clubs and hotels, on town and village greens and in our streets, bringing the communities of the nation together in common friendship. Those town and cities twinned with others around the world will be encouraged invite them to join in this joyous occasion. We know that many of those taking part will be organising firework displays over the weekend too. Those taking part in this celebratory element of the event can register their involvement on the VE day 75 website – [www.veday75.org](http://www.veday75.org).

## **SATURDAY 9TH MAY 2020**

Parties and celebrations continue.

## **SUNDAY 10TH MAY 2020**

### **10.30am – Church Services of Celebration and Commemoration**

Services will take place in cathedrals and churches throughout the UK, Channel Islands and the Isle of Man to celebrate the peace we share today and remember those who lost their lives or returned home dreadfully wounded. The services will also recognise the sacrifices of those who kept the nation fed and the factories, mines and hospitals working during the most challenging of times. Churches wishing to take part should register their involvement on the VE Day 75 website – [www.veday75.org](http://www.veday75.org).

### **Tribute to the Millions & the Last Post**

Those planning services will be encouraged to ask a representative from their local community to read out the Tribute to the Millions, which can be downloaded at [www.veday75.org](http://www.veday75.org), and involve a local bugler or trumpeter to play the Last Post and Reveille. Their participation can also be registered on the VE DAY 75 website – [www.veday75.org](http://www.veday75.org).

We do hope that you will take part in **VE Day 75** especially as many of those that served at home and abroad came from the Towns and Parishes of England, so your involvement will be a perfect 'tribute' to the sacrifices made by so many of them.

Please be kind enough to register your involvement in one or more of the events by going to the VE Day 75 Website - [www.veday.org](http://www.veday.org) as soon as possible to enable us to keep in touch with you and update you on progress.

My warmest regards,



Bruno Peek LVO OBE OPR  
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Website: [www.veday75.org](http://www.veday75.org)

#### **Email from The Forest of Bradford**

Good afternoon,

Over the last 20 years The Forest of Bradford has planted more than 700,00 trees all over the district. We are looking for more sites and wonder if you know of any in the Harden area?

There are various funding pots around that we can help access.

I would be grateful of the parish council's consideration of this at a future meeting. Or just forwarding this message on to people you think might be interested.

Forest of Bradford ~ Tree Planting Manager  
Bradford Environmental Action Trust (BEAT)

#### **Email from St Saviour's Harden & St Matthew's Wilsden**

**Subject:** Village Christmas lights turn on

Good afternoon,

I know it's early, but I just wondered if the Parish Council had a date in mind for the Christmas lights turn on this year?

Many thanks,

Regards  
Benefice Administrator  
Cullingworth, Denholme, Harden & Wilsden