

Harden Village Council



Clerk: Ken Eastwood, Harden Village Council, PO Box 572, Keighley BD21 9FE
clerk@hardenvillagecouncil.gov.uk 07850 049 487

Dear Councillor,

You are summoned to attend a monthly virtual meeting of Harden Village Council, to be held by video conference, on **Thursday 9th July, 2020** at 7.15pm.



Clerk to the Village Council

4th July, 2020

Meeting access details

<https://us02web.zoom.us/j/88051199794>

Meeting ID: 880 5119 9794

Please email clerk@hardenvillagecouncil.gov.uk to obtain the meeting password

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 the minutes of the Village Council meeting held on 11th June, 2020.
- 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. Planning Matters

To formulate observations relating to the following applications: -

- a) 20/02362/HOU - Two storey side extension at 2 Poplar Grove, Harden.
- b) 20/02270/HOU - Single storey rear extension providing link to existing garage, with conversion of detached garage at Rosedene, Long Lane, Harden.

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

6. Annual Resolution

To renew authorisation for Cllr Kirkham to inspect any land and/or premises which the council has a right or duty to inspect, as lead Councillor for planning issues.

7. Emergency Plan

To receive an update from Cllr Ahmed on progress with development of a Village Council Emergency Plan.

8. Signage & Wayfinding

To consider ideas about signage and wayfinding, which tie in with active travel discussed previously by the Council.

9. Volunteering

To consider opportunities to support volunteering and encourage responsible enjoyment of green spaces.

10. Exchange of Information

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

11. Correspondence (see Appendix 2)

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

- a) Email from West Yorkshire Joint Services - Sale of Nitrous Oxide canisters.
- b) Email from Superfast West Yorkshire re. Broadband in Harden.
- c) Email Exchanges with Ward Officer re. Harden Community Hub.
- d) Email from residents re. parking issues on Harden Road.
- e) Email from Shipley Area Co-ordinator's Office re. Community Chest Grants.
- f) Email from Yorkshire Local Councils Associations re. consultation on new Model Code of Conduct for Local Councils.

12. Financial Matters

- a) To authorise the following payments: -

Payee	Payment No.	Amount	Description
Bradford MDC	2020-21-16	£1,163.85	Salary payment
Maddison Gardens	2020-21-17	£86	Horticulture
Imperative Training Limited	2020-21-18	£198.60	Defibrillator service

b) To note the following trial balances: -

Harden Village Council			
4th July 2020			
Item	Budget 2020/21	Expenditure to date	Budget Remaining
Staff Costs	9,000	3,063	5,937
Travel	300	10	290
Subscriptions	1,500	1,475	25
Insurance	500	0	500
Audits	400	180	220
Newsletter	850	0	850
Website	825	394	431
Parish Plan	1,000	0	1,000
Neighbourhood Planning	5,000	0	5,000
Training	400	0	400
Repairs	100	0	100
Stationery	250	0	250
PC equipment	250	0	250
Small grants	1,000	0	1,000
Horticulture	1,000	411	589
Projects & Assets	17,075	0	17,075
S 137	200	0	200
Other	125	0	125
	39,775	5,533	34,242

c) To note the following bank reconciliation: -

Cashbook balances

Balance 1 st April 2020	14,696.64
Add: income to date	43,351.00
Less: expenditure to date	(5,754.22) (incl. VAT)
Total:	52,293.42

Bank account balances 4th July 2020

Community Account	42,078.25
Business Account	10,215.17
Less: unpresented cheques	0
Add: unbanked cash	0
Total:	52,293.42

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 virtual Village Council meeting as 10th September 2020, at 7.15pm.

THIS IS A MEETING HELD IN PUBLIC (ONLINE) - ALL WELCOME

(A full version of the agenda with appendices is available at <https://hardenvillagecouncil.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 2020	Preferred site not supported by Bradford MDC. Cllrs Bryan and Macdonald mapping potential other sites. Unsupportive response received from Cllr Ferriby and the Chair of the Friends of St Ives. Cllr Bryan responded to the Friends of St Ives re. ecological allotments.
Neighbourhood Planning	Ongoing project.	Council, Clerk & Integreat Plus	June 2020	Comments and feedback provided to Integreat Plus 1 st June. Next meeting 13 July.
Telephone Kiosk	Adoption from BT, renovation and usage.	Clerk	September 2019	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	December 2019	Two benches require concrete strip foundations (to be fitted weather permitting).
Traffic Study	Commission traffic survey(s) and expert recommendations	Clerk	June 2020	Arranging meeting with other Local Councils.
Bingley St Ives	To consider registering the Estate, or parts thereof, as an Asset of Community Value.	Clerk & Chair	May 2020	Response sent to Bradford Council Estates Officer. Follow up sent.
Emergency Planning	To develop a local emergency plan.	Cllrs Ahmed and Townsend	May 2020	Agenda item.

Appendix 2: Correspondence

Email from West Yorkshire Joint Services - Sale of Nitrous Oxide canisters

Date: Monday, 8 June 2020

Good Afternoon Ken

Thank you for your email. Tackling the sale of Nitrous Oxide canisters is a complex matter as effectively the product does have a legal purpose in the aeration of cream for cakes etc. This makes using Trading Standards legislation such as the General Product Safety Regulations 2005 to control its sale very difficult.

The core piece of legislation introduced recently as a result of the rise in the misuse of such products is the Psychoactive Substances Act 2016. This legislation's main enforcers are Customs and the Police with the powers to act falling primarily to them. Provisions are made for the local authority to enforce some aspects within the Act but these have not been devolved to ourselves and likely rest with the Environmental Health function at the individual district authorities which make up West Yorkshire. There are provisions within the Act that enable Police Officers of Inspector rank or above to issue a Premises Notice under Section 14 of the Act which may go some way to resolving some of your issues. I note from your email that your local Policing Team are already involved, they may be able to assist you with the above.

I'm sorry I've not been able to offer more help at this time. If you wish to discuss the matter further please do not hesitate to contact me.

Kind regards

Daniel Plant | Trading Standards Officer

Email from Superfast West Yorkshire re. Broadband in Harden

Date: Thursday, 18 June 2020

Hi Ken

Here is your map....I hope it was worth waiting for!

- Fibre structure Bingley v5045 covers the east of the village on Harden Road towards Bingley. Speeds here will be up to 330Mbps. The covered postcodes are on the map
- ZFH 080 is a new site build covering Highfield Grove and Highfield Mews. Speeds up to 330Mbps
- There are 2 main Dslams (fibre cabs...blue dots), one in the centre of the village and one towards the west. Both have had incremental Dslams built alongside them to provide more capacity. These Dslams should provide the rest of Harden with superfast speeds of up to 80Mbps. As you know, the speed is dependent on the distance of any premise from the cabinet down the good old copper wire.

All in all, Harden is looking good. Are there any pockets of slow broadband, Ken? Have residents complained or are they generally happy?

Any questions, you know where I am.

Cheers
John

**Programme Manager, Broadband
West Yorkshire Combined Authority | Leeds City Region Enterprise Partnership (the LEP)**

Harden Village

openreach



Harden Village currently has 4 DSLAMs, 1 FTTP new site and Top end of Harden Road a SEP West Yorkshire funded FTTP project.

- TNMDFFU – Incremental DSLAM for Cullingwrth PCP 5, 23 spare ports
- TNMAWBF – Original DSLAM for Cullingwrth PCP 5, 11 spare ports
- TNABRTX – Incremental DSLAM for Cullingwrth PCP 2, 8 spare ports
- TNMAWBC – Original DSLAM for Cullingwrth PCP 2, 33 spare ports
- ZFH 080 – Fibre newsite covers Highfield Grove and Highfield Mews
- BINGLEY v5045 – SEP delivered FTTP covers BD16 1AX, BD16 1AZ, BD16 1BA, BD16 1BB, BD16 1BD, BD16 1BE, BD16 1HU

Email Exchanges with Ward Officer re. Harden Community Hub

From: Wendy Fisher
Date: Friday, 26 June 2020
To: Ken Eastwood

Hi Ken,

Some have contacted the NSC direct of course, bypassing our system.

Those who have called our Contact Centre have been assessed - contact details, why they need help, whether this can be obtained elsewhere (friends, family, neighbours), if they are shielding, any children in the house, assistance required and so on.

If you phone 01274 43 1000 they will probably let you have a blank triage form so you can see the questions asked.

Obviously we have had to take a lot on trust, as it is the caller describing their own situation.

It's fair to say that systems are generally winding down now. We have been helping people get back to

seeing to themselves as much as possible, and the number of requested across the board have declined.

Regards,
Wendy.

Sent: 22/06/2020

To: [Wendy Fisher](#)

Subject: Re: Harden Community Hub

Hi Wendy,

Thanks for that.

I realise I didn't frame the question clearly. We were asking about the people receiving support. How they have been identified, how they qualify and how long they will need support etc.

Thanks.

Ken

From: Wendy Fisher

Date: Monday, 22 June 2020

To: Ken Eastwood

Good Morning Ken,

The £1,000 per ward funding was a district-wide allocation to all thirty wards. It was allocated 'centrally' as an immediate response to the emergence of the pandemic situation and the need to support the very local work that would be required.

This funding was 'given' to ward councillors to distribute in their wards. In Bingley Rural, it was distributed equally, £200 per village, and was offered to the organisation/s already carrying out support work related to the pandemic - which we then termed the Neighbourhood Support Centre for that village. In Harden, this was a partnership between the Congregational Church and the Church of England, hence Helen Keighley's involvement.

As you will be aware, I have worked hard to ensure that all main players such as parish councils have been kept aware of things, both in their villages and ward-wide.

The £100 Community Chest funding was allocated in the same way.

Hope that explains the situation.

Regards,
Wendy.

From: [Ken Eastwood](#)

Sent: 19/06/2020

To: [Wendy Fisher](#)

Hi Wendy,

Thanks for this.

Could you help me out with the questions around eligibility etc. (highlighted in my email below).

Thanks.

Ken

From: Wendy Fisher

Date: Monday, 15 June 2020

To: Ken Eastwood

Hi Ken,

Yes I'm well, thank you, and I hope you are too.

Helen contacted me a short while ago to ask about options for continuing funding for the Neighbourhood Support Centre (NSC) in Harden. I pointed her in the direction of Voluntary Services in Bingley, who have a wealth of experience and expertise in community funding. I also suggested that she contacted Harden Village Council.

Our Neighbourhood Office funding hasn't 'stopped' as such. In line with other Neighbourhood Offices throughout the district, we were able to fund each ward £1,000 to support NSCs in their early stages. In Bingley Rural this equated to £200 per NSC, one in each of the five villages. On top of this, our Area Committee allocated £500 to each ward, which meant a further £100 for each NSC in Bingley Rural.

So Harden NSC has received a total of £300, made up of two one-off grants.

In terms of other support for our NSCs, we have been able to provide protective equipment; advice, publicity and communication; and signposting to other agencies. We have worked with our NSC network, and outside it, to provide essential shopping support, and we have undertaken focused door-knocking and telephone calling to vulnerable individuals on the official 'shielded' list to assist our Adult Services department. Our Ward Councillors and Wardens have assisted greatly in these activities.

With regards to the bigger picture, I have just read the following in a BMDC update, which outlines where we are with government grants -

Counting the financial costs of Covid-19

Additional expenditure and loss of income are having a significant impact on Council finances.

£30.5m provided by government to date for Council response to Covid-19.

£8.5m Council forecast financial shortfall by the end of July 2020 even with government funding.

£55m potential shortfall by the end of 2020/21 without more government help.

I am not familiar with a detailed breakdown of how the funding is being spent, but I do know that it will be needed for grants for businesses and other organisations and to offset losses of income from car parking, rents, leisure activities and so on.

If there is any further funding made available for our NSCs I will be in touch with them straight away.

I have said to Helen that if she needs any further help from me, she just needs to get in touch. I've

spoken to Helen and emailed her a number of times now, and she knows I'm here to support as best I can.

I hope that this explains things for you and the village councillors.

Regards,

Wendy Fisher
Ward Officer for Bingley Rural and Baildon wards

Email from residents re. parking issues on Harden Road

26/06/2020

Ken

Many thanks for your quick response.

There are no road markings. In addition. The distance between the junctions on Harden Road between Goit Stock Terrace and Harden Lane is 20 M

The bus stop is 7.5 m from Goit Stock Terrace. Therefore parking is against codes on both counts of parking at a bus stop and a junction.

Also as can be see from the photo's the kerb is dropped at both junctions. Again a no parking code. If cars are parked it not only causes an obstruction for vehicles pulling out into the main road but also narrows the main road on the approach to the bridge, Espechially when a bus has to stop parallel to the parked cars.This is a potentially dangerous situation.

Plus bus passengers do not have access to the kerb whilst getting on and off the bus.
A quick temporary fix (until correct road marking could be applied would be to put traffic cones up.

Please note this has been ongoing for several years but has been exasperated by the present situation.

Thank you for your assistance.





Email from Shipley Area Co-ordinator's Office re. Community Chest Grants

Date: Friday, 3 July 2020

The closing date for the next round of Community Chest applications is Friday, 31 July 2020.



**£500
GRANTS**

Are you a community group operating within Shipley Constituency?

Community Chest grants of up to £500 are available for groups operating in the Shipley Constituency electoral wards:

- Baildon
- Wharfedale
- Shipley
- Windhill and Wrose
- Bingley
- Bingley Rural

For further information and application forms please contact Rachel Johnson at Shipley Area Co-ordinator's Office on **01274 431005** or e-mail rachel.johnson@bradford.gov.uk



Kind regards,

Shipley Area Co-ordinator's Office

Email from Yorkshire Local Councils Associations re New Model Code of Conduct for Local Councils – Consultation by The Local Government Association

Date: Friday, 19 June 2020

The Local Government Association (LGA) has launched a [consultation](#) on a new [model member code of conduct](#).

High standards of conduct and behaviour are of huge importance to the local (parish and town) council sector as they are needed to protect the integrity of decision making, maintain public confidence, and safeguard local democracy.

The National Association of Local Councils (NALC), strongly encourages all local councils and county associations of local councils to consider the proposed new model member code of conduct and respond to the LGA consultation before the deadline of 17, August 2020.

Please can you send a copy of your response to YLCA at: admin@yorkshirelca.gov.uk

NALC says “We all know the impact that poor behaviour, bullying and harassment can have on individuals and on local councils as organisations, so it is vital we continue to work as a sector to improve standards and push for further reform, at both local and national level”.

In January 2019, the Committee on Standards in Public Life (CSPL), published a report on the current ethical framework, which was implemented in 2012. The report followed a period of consultation with principal authorities and local councils (the parish sector). In summarising its recommendations, the CSPL said that strengthened sanctions “would enable councillors to be held to account effectively and would enhance the fairness and transparency of the standards process. Introducing a power of suspension and a model code of conduct will enable councillors to be held to account for the most serious or repeated breaches and support officers to address such behaviour, including in parish councils. Strengthening the role of the Independent Person and introducing a right of appeal for suspended councillors will enhance the impartiality and fairness of the process, which is vital to ensure that councillors are protected from malicious or unfounded complaints. Greater transparency on how complaints are assessed and decided in a system which is currently too reliant on internal party discipline will also provide a safeguard against opaque decision-making and provide reassurance to the public”.

Recommendations 16 and 21 read as follows:

Recommendation 16: Local authorities (principal authorities, ie standards committees), should be given the power to suspend councillors, without allowances, for up to six months.

Recommendation 21: Section 28(11) of the Localism Act 2011 should be amended to state that any sanction imposed on a parish councillor following the finding of a breach is to be determined by the relevant principal authority.

There was also a recommendation that an individual councillor that is suspended, will have a right of appeal via the Local Government Ombudsman.

As yet, the Government has not responded to the CSPL report, although the LGA has now taken the action of issuing a consultation on a revised code. You will note from the LGA consultation paper that the issue of strengthened sanctions is outside of the scope of the consultation, as it requires legislative changes by Government, but the LGA has sought to reflect some of the possible changes by using square brackets where legal changes would be necessary. The LGA has said that it continues to take soundings from the sector on the issue of sanctions in anticipation of a Government response to the Committee’s recommendations.

The National Association of Local Councils is encouraging local councils to take the following action:

a. Respond to the LGA consultation on a revised code of conduct (by 17 August 2020). NALC does not object to a single code for all tiers of local authority, provided that the model is relevant

to parishes;

b. State their opinions on the matter of strengthened sanctions to the LGA; particularly the suspension of councillors for a period of up to six months;

c. Write to your MP with reference to the LGA consultation and the need for strengthen sanctions as recommended in the CSPL report. Also to request that the Committee on Standards in Public Life reviews progress on the implementation of its 2019 report's wider recommendations.

The CPSL report can be found at: <https://www.gov.uk/government/publications/local-government-ethical-standards-report>

Thank you.

Yours sincerely,

Sheena Spence
CHIEF OFFICER.