

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 12th November, 2020** at 7.15pm.

Clerk to the Village Council

7th November, 2020

Meeting access details

<https://us02web.zoom.us/j/88051199794?pwd=VE5sZTlnYjdoTi9MNDVMaURiS0wyUT09>

Meeting ID: 880 5119 9794

Passcode: 663991

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. Planning Reforms

To receive a presentation from guest speaker, Cllr Peter Allison from Wilsden Parish Council, on the National Association of Local Councils (NALC) response to proposed planning reforms.

4. Minutes of Meetings (previously circulated to Members)

- a) To agree the minutes of the Village Council meeting held on 8th October, 2020.
- b) To note the Outstanding Issues Report (information only, see Appendix 1).

5. Public Representation

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

6. Planning Matters

To formulate observations relating to the following applications: -

20/04414/HOU - Single storey rear extension incorporating a raised roof terrace at Fieldhead, 17 Wilsden Road, Harden.

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

7. Traffic & Transport Update

To receive an update from Cllr Townsend and the Clerk on actions following the Harden Traffic Study report undertaken by Met Consultancy Group.

8. Councillor Vacancy

To receive an update from the Clerk on the vacancy on the Council and to discuss the co-option process and how to promote the opportunity.

9. Emergency Plan

To receive an update on progress with development of an emergency plan for Harden from Cllr Ahmed.

10. Newsletter

To receive an update on the next edition of the Village Council newsletter.

11. Signage & Wayfinding

To review indicative costs obtained for signage and wayfinding projects (attached at Appendix 2).

12. Exchange of Information

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

13. Correspondence (see Appendix 3)

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

- a) Message from the Gala Committee re. Christmas.
- b) Email from a resident re. poppy wreaths.
- c) Email from Yorkshire Local Councils Associations (YLCA) re. Committee on Standards in Public Life consultation.

14. Financial Matters

- a) To authorise purchase of a copy of Arnold-Baker on Local Council Administration (twelfth edition), to be published on 9th December, 2020.

b) To authorise the following payments: -

Payee	Payment No.	Amount	Description
Ken Eastwood	2020-21-32	£4.50	Mileage
		£25	Poppy wreath
		£29.50	
Bradford MDC	2020-21-33	£1,408.97	Salary payment

c) To note the following trial balances: -

Harden Village Council				
7th November 2020				
Item	Budget 2020/21	Expenditure to date	Budget Remaining	Forecast Shortfall (-) Surplus (+)
Staff Costs	9,000	7,718	1,282	-3,750
Travel	300	24	276	200
Subscriptions	1,500	1,705	-205	-205
Insurance	500	0	500	0
Audits	400	380	20	0
Newsletter	850	0	850	0
Website	825	520	305	0
Parish Plan	1,000	0	1,000	1,000
Neighbourhood Planning	5,000	1,732	3,268	0
Training	400	15	385	200
Repairs	100	0	100	50
Stationery	250	11	239	100
PC equipment	250	0	250	0
Small grants	1,000	0	1,000	500
Horticulture	1,000	784	216	0
Projects & Assets	17,075	166	16,910	10,000
S 137	200	0	200	0
Other	125	60	66	0
	39,775	13,114	26,661	8,095

d) To note the following bank reconciliation: -

Cashbook balances

Balance 1 st April 2020	14,696.64
Add: income to date	43,352.41
Less: expenditure to date	(13,482.31) (incl. VAT)
Total:	44,566.74

Bank account balances 7th November 2020

Community Account	34,350.16
Business Account	10,216.58

Less: unpresented cheques	0	
Add: unbanked cash	0	
Total:		44,566.74

15. Minor Items and Items for Next Agenda

To note minor items and items for the next agenda.

16. Next Meeting

To confirm the date of the next virtual Village Council meeting as 10th December 2020, at 7.15pm.

THIS IS A MEETING HELD IN PUBLIC - 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	February 2020	Preferred site not supported by Bradford MDC. Cllr Bryan mapping potential other sites. Unsupportive response received from Cllr Ferriby and the Chair of the Friends of St Ives. Cllr Townsend to update following further contact with the Friends of St Ives.
Neighbourhood Planning	Ongoing project.	Council, Clerk & Integreat Plus	August 2020	Next Project Team meeting 16 th November, at 5pm.
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	December 2019	Two benches require concrete strip foundations (to be fitted weather permitting).
Traffic Study	Commission traffic survey(s) and expert recommendations	Cllr Townsend & Clerk	October 2020	Shared statement agreed, subject to final sign off by Bingley Town Council. Cllr Townsend contacting Bradford Council Highways.
Bingley St Ives	To consider registering the Estate, or parts thereof, as an Asset of Community Value.	Clerk & Chair	October 2020	Clerk preparing an application following advice provided by Bradford Council in October, 2020.
Emergency Plan	To develop an emergency plan for Harden.	Cllr Ahmed	October 2020	Agenda item.

Appendix 2: Signage & Wayfinding

Existing Boundary Signage

B6429 – Long Lane



Keighley Road



Wilsden Road



B6429 – Harden Road



BOUNDARY SIGNS

EXAMPLES AND GUIDE PRICES



CHEADLE
1200 x 1060mm
Non standard typefaces
Intricate motif
Guide Price £1540.00



BARNBY DUN 900 x 600mm
Guide price £594.00
AUCKLEY 1100x 590mm
Guide price £726.00
Times New Roman letters



HAVERSHAM
1580 x 800mm
Times New Roman letters
Motif created from images supplied by client
Guide price £1504.00



HEXTHORPE
1200 x 675mm
Times New Roman letters
Detailed motif
Guide price £1078.00

WOKINGHAM
1800 x 800mm
Times New Roman
Council crest
2 off Slip signs
Posts
Guide price £2189.00

Brief Guide to Costs

Prices are ex carriage and VAT

Area of sign - The larger the sign the more expensive

Style of letters - Our standard styles are Times New Roman or Franklin Gothic Book.
A non standard letter style requires special tooling

Motif/Logo - All logos will require tooling, complicated logos require extra time

Quantity - When ordering multiple identical signs there is only one tooling & set up charge providing they are ordered together





Fingerpost with 2 arms, post, ball finial & collars **£970.93** + delivery & installation

Additional arm + **£239.58**

<https://www.broxap.com>



Standard Signage Column

From **£525** + delivery & installation

- Black & White
- Black & Ardenbright Gold
- Black/White & 3rd Colour
- Single Line Finger Arm (90 x 700mm) **+£158**
- Double Line Finger Arm (150 x 700mm) **+£199**
- Triple Line Finger Arm (210 x 700mm) **+£238**
- Extended Double Arms (POA)

<https://www.parishnoticeboards.co.uk>



Prestige Aluminium Notice Board

Single Display Area 1100mm x 725mm

Left Hinge with Key Lock

RAL9005 with Gold Text

Ornate Posts

£750

Installation **£297**



Graphic Design?
Print on aluminium £50



Appendix 3: Correspondence

Message from Gala Committee Representative

Hi Ken. So covid is still causing issues and it's unlikely we can do our usual carols round the Xmas tree. So we have come up with another plan.

I was wondering if the parish council had any ideas or plans they wanted to do before I stepped on any toes. So my thoughts. I'm looking to arrange for the light switch on to happen but instead of people coming to the tree they instead all turn on their lights at the same time so we can have an all of harden light switch on.

Then like the Thursday clapping, we are hoping for a clap and cheer.

Then I also thought it would be good to have a walking Santa visiting the kids round harden giving out sweets as he walks. All of this will be live streamed on Facebook so the kids can see him approaching and look out for their friends on the way round. It keeps people in their homes but still spreads Christmas joy.

We would have loved to do this on a horse drawn carriage. However, we thought the highways would demand a road closure for us to do it. What's your thoughts? Do you have any plans? Is there anything we can collaborate on?

Email from a Harden Resident

Date: 27/10/2020

To: Cllr Paul Sullivan

Subject: Harden Cenotaph

Hi Paul.

Whilst out walking I met and was chatting to some other folk who live in Harden about how differently we will be marking Remembrance Sunday this year.

We all agreed that it seems a shame that last year's wreaths are left at the cenotaph all year long looking sadder and sadder as the months go by, would it not be a good idea to have a date on which they are removed so that when the new wreaths are laid the symbolism is more meaningful? Maybe the anniversary of the date of the start of the First World War could be when they are removed from the cenotaph? Or perhaps the British Legion already have a recommendation?

Would the village council be the right forum to consider this?

Many thanks.

From: YLCA Admin

Date: Monday, 26 October 2020

Subject: Code of Conduct – consultation by the Committee for Standards in Public Life (CSPL)

SHEENA SPENCE
CHIEF OFFICER
YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

Dear Clerk,

Code of Conduct – further consultation by the Committee for Standards in Public Life (CSPL)

You will recall that the Local Government Association (LGA) undertook a consultation exercise regarding a revised Code of Conduct earlier in the year. It was anticipated that the consultation would also deal with the matter of lack of robust sanctions but it did not. The results of that consultation are awaited and they are likely to affect the parish sector.

The new CSPL consultation is unconnected and we encourage all member councils to consider the questions raised in NALC briefing PC13-20 which is attached. There are many councils and individuals who feel strongly that the sanctions that can be imposed on someone that has been found to have breached a Code, are insufficiently robust and we hope that this consultation goes some way to addressing this issue.

Clerks, please ensure that the council is given an opportunity to formally respond to this consultation.

21 OCTOBER 2020

PC13-20 | STANDARDS MATTER 2: PUBLIC CONSULTATION AND PUBLIC SECTOR SURVEYS

Executive Summary

The Committee on Standards in Public Life has recently launched a consultation as part of its review into the institutions, processes and structures in place to support high standards of conduct. The terms of reference of the review are to: review the evidence as to how well ethical standards are upheld in public life in the UK, review the evidence on the strength of the UK's arrangements for regulating and promoting ethical standards, review the adequacy and continuing relevance of the Seven Principles of Public Life, identify examples of best practice in the regulation of ethical standards, identify examples of best practice in the promotion of cultures that celebrate and encourage high ethical standards. NALC will be responding to this consultation. The main consultation document is available [here](#).

Consultation questions

NALC will be responding to the consultation questions as follows:

Consultation Questions:

Question 1: Standards of Conduct in the UK

- A. How well do you think ethical standards - as enshrined by the Seven Principles of Public Life - are upheld in public life today?
- B. Do you believe that there have there been any notable shifts in approaches or attitudes to ethical standards in public life in recent years?
- C. What do you see as the most significant threats to ethical standards in public life today?

Question 2: The Seven Principles of Public Life

- A. Do the Seven Principles of Public Life accurately describe the appropriate ethical responsibilities for those in public roles, including both political and non-political office-holders?

B. Would you amend or replace any of the principles or their descriptors? If so, how?

Question 3: The UK's arrangements for regulating standards

A. Are you confident that the UK's arrangements for regulating ethical standards are robust and effective?

B. Are there any areas of public life where regulation on issues of ethical standards is not strong enough?

Question 4: Best practice in standards regulation

A. What makes an effective standards regulator?

B. Do the UK's standards regulators have the right powers and remit to act effectively?

C. Should the independence of standards regulators be enhanced and protected, and if so, how?

Question 5: Creating ethical cultures

A. How can the Seven Principles best be embedded within a public sector organisation's working culture?

B. What are the most significant obstacles to embedding high ethical standards in a public sector organisation?

Your Views

Please email your responses to this consultation to policycomms@nalc.gov.uk by 17.00 on 4 December 2020. County associations are asked to forward this briefing onto all member local (parish and town) councils in their area.