

Harden Village Council



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

Meeting of Councillors to be held by video conference
Thursday 8th July, 2021 at 7.15pm.

Meeting access details

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

Meeting ID: 880 5119 9794. Passcode: 663991

AGENDA

1. Apologies for Absence

2. Outstanding Issues Report (see Appendix 1).

3. Public Representation

Members of the public are invited to raise any matters of concern.

4. Planning Matters

To discuss the following application: -

a) 21/02918/HOU - Single storey side extension at 144 Long Lane, Harden.

(Planning applications can be viewed via Bradford Council's online system
<https://planning.bradford.gov.uk/online-applications>).

5. Horticulture

To discuss arrangements for maintenance of flower beds and barrier baskets.

6. Feedback

To receive feedback from Cllr Kirkham following attendance at a Yorkshire Local Councils Associations (YLCA) branch meeting (Appendix 2).

7. Grant Application

To consider a grant application for a Harden Holiday Club (Appendix 3).

8. Exchange of Information

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

9. Correspondence (see Appendix 4)

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

- a) Email from Bradford Council's Electoral Services re. casual vacancy.
- b) Emails re. footpaths.
- c) Emails shared by resident of Wilsden Road re. speeding.
- d) Email exchanges re. Valley Park signage.

10. Financial Matters

- a) To note that Cllr Kirkham has booked a place on a YLCA planning webinar on 27 July (£22.50).
- b) The Clerk and two Councillors to process the following payments: -

Payee	Payment No.	Amount	Description
Ken Eastwood	2021-22-18	£9.00	Expenses
Bradford MDC	2021-22-19	£1,772.94	Salary payment

- c) To note the balances and bank reconciliation reports in Appendix 5.

11. Minor Items and Items for Next Agenda

To note minor items and items for the next agenda.

12. Next Meeting

To confirm the date of the next meeting of Councillors as 16th September, 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	November 2020	Preferred site not supported by Bradford MDC. Further contact being arranged with the Friends of St Ives to discuss community garden opportunities.
Neighbourhood Planning	Ongoing project.	Council, Clerk & Integreat Plus	April 2021	Regulation 14 consultation completed. Newsletters delivered. Q&A held. Awaiting feedback from Bradford Council.
Telephone Kiosk	Adoption from BT, renovation and usage.	Clerk	June 2021	Contact made with local decorator and Addingham Civic Society re. fit out.
Benches	Replacement of village benches on rolling programme.	Clerk	April 2021	Two benches require concrete strip foundations (to be fitted weather permitting). Two further benches received. Contractor to install August.
Traffic & Transport	Commission traffic survey(s) and expert recommendations.	Cllr Townsend & Clerk	June 2021	Awaiting further meeting with Bradford MDC following positive feedback.
Climate	Climate emergency actions and projects.	Cllr Townsend	July 2021	Grant awarded to support Bingley Rural Green Travel Project. Project leads meeting 14 July.
Bingley St Ives	To consider registering the Estate, or parts thereof, as an Asset of Community Value.	Clerk & Chair	November 2020	Clerk preparing an application following advice provided by Bradford Council in October, 2020.

Subject	Issues	Responsibility	Date of last action	Notes
Emergency Plan	To develop an emergency plan for Harden.	Cllr Ahmed	May 2021	Cllr Ahmed refining draft. Resources and materials received from Bradford Council.
Signage & Wayfinding	Project to enhance boundary and village centre signage.	Clerk	May 2021	Signage ordered. Delivery due July.
Village Green Space	To register the village green space off Keighley Road as an Asset of Community Value.	Clerk	March 2021	Application unsuccessful. Clerk to write to Bradford Council to challenge decision.

Appendix 2: Feedback from Cllr Kirkham

I attended an online meeting of the South Pennine Branch on June 10th 2021.

This was the AGM of the branch and various posts were elected including the chair, vice chair and representatives to the Joint Executive Board of the Yorkshire Local Councils Associations (YLCA). One of the representatives is Peter Allison from Wilsden.

Items of Interest.

1. The branch is hoping to revert to holding 'at least one of its three meetings' face-to-face with an option to do this for the other two each year. I opposed this on the grounds that the South Pennine Branch area is huge, encompassing parish councils from Calderdale, Bradford and Kirklees. Some of the meetings in the past have been held in physically remote areas without public transport links. If we are taking climate change seriously, then we should not be travelling miles to meetings when the option of online meetings has worked well.
2. It was said that Kirklees and Calderdale were not supportive of the creation of new parish councils and did not promote the concept to local communities. Kirklees believed that there was no public appetite for new parish councils. Bradford, apparently is more supportive. The meeting agreed to ask YLCA to write to Kirklees and Calderdale and encourage them to promote new parish councils. (note – there are actually only five parish councils in Kirklees currently and eight in Calderdale. Bradford has twenty).
3. It was agreed to invite the new West Yorkshire Mayor to a meeting of the branch to promote the work of parish councils, as it was felt that she had little experience of working with them. Her former constituency had no parish councils within its boundaries. The proposed arbitrary 35% increase in housing targets for some areas, including Bradford, would also be an issue.
4. Only 40% of councils were planning to adopt the new Code of Conduct.

Kay Kirkham
11.06.21

Appendix 3: Grant Application

Harden Parish Council



SMALL GRANTS APPLICATION FORM

1. NAME OF ORGANISATION/INDIVIDUAL: - HARDEN HOLIDAY CLUB	
2. SECRETARY OR ORGANISATION'S CONTACT TO WHOM ALL CORRESPONDENCE SHOULD BE SENT: -	
Name:	[REDACTED]
Address:	[REDACTED]
Telephone:	[REDACTED]
Base (if different from above):	HARDEN PRIMARY SCHOOL
3. AMOUNT REQUESTED: £	TOTAL COST OF PROJECT: £
4. DETAILS OF ACCOUNT THAT ANY CHEQUES SHOULD BE MADE PAYABLE TO: -	
Name to be put on cheque:	[REDACTED]
Bank / Building Society:	[REDACTED]
Address:	[REDACTED]
Account Number:	[REDACTED]
Sort Code:	[REDACTED]
5. DESCRIPTION OF EVENT/PROJECT FOR WHICH ASSISTANCE IS REQUESTED: -	
I AM SETTING UP A HOLIDAY CLUB TO RUN FROM HARDEN PRIMARY SCHOOL STARTING ON 27 th JULY 2021. IN ORDER FOR ME TO RESOURCE THIS VENTURE I WILL REQUIRE STORAGE AND MRS HUTCHINGSOON THE HEADTEACHER HAS KINDLY AGREED TO ALLOW ME TO PUT A SECURE SHED WITHIN THE SCHOOL GROUNDS	
6. DATE(S)/VENUE(S)/FREQUENCY OF EVENT(S) - ENCLOSE A PROGRAMME IF AVAILABLE:	
STARTING TUESDAY 27 th JULY 2021 AND RUNNING UNTIL FRIDAY 20 th AUGUST 2021. THE CLUB WILL ALSO RUN FOR ONE WEEK AT CHRISTMAS AND ONE WEEK AT EASTER. IF THERE IS ENOUGH UPTAKE I WILL LOOK TO EMPLOY A MANAGER SO THE CLUB CAN COVER ALL THE SCHOOL HOLIDAYS AND I CAN TAKE MY ANNUAL LEAVE.	

7. DETAILED ESTIMATED INCOME AND EXPENDITURE FOR THIS PROJECT (INCLUDE OTHER GRANTS, ADMISSION CHARGES, FUND-RAISING, SUBSCRIPTIONS ETC): -

Expenditure	Income
Set up fees including equipment to date £1626.43	Estimated for four week holiday period 27 th July - 20 th August £3995.00
Hall rental £1700.00	
Staffing £630.00	
Consumables £100.00	
Total 4056.43	

8. WHAT BENEFIT WILL THE ACTIVITY BRING TO THE LOCAL COMMUNITY AND HOW MANY PEOPLE DO YOU EXPECT TO ATTEND OR BENEFIT FROM THE ACTIVITY? These should link to the Parish Plan priorities (see Parish Plan enclosed) and their impact on these.

The club will provide local families with childcare during the long summer holiday period. There is a gap in the market for this. I will be working in partnership with Harden primary school and the club is also a selling point for the school. The headteacher will also use pupil premium monies to pay for vulnerable children to attend the club during the summer to provide them with a secure place where there is consistency and where they can have fun.

9. PLEASE LIST ALL GRANTS THAT HAVE BEEN OBTAINED IN THE LAST THREE YEARS (EG: SPORTS COUNCIL, ARTS COUNCIL, LOCAL AUTHORITY ETC)

None as of yet. I have not looked into any grants available.

10. HAVE YOU APPLIED TO OTHER FUNDING BODIES, INCLUDING SHIPLEYCO-ORDINATOR'S OFFICE, REGARDING THIS CURRENT APPLICATION? (IF YES, PLEASE SPECIFY): -

NO.

11. PLEASE ATTACH THE FOLLOWING INFORMATION IN SUPPORT OF YOUR APPLICATION (PLEASE TICK IF ATTACHED).

1. Your Organisation's constitution or rules	
2. Latest audited accounts or bank statements	
3. Quotations from independent suppliers for expenditure – IF APPLICABLE	
4. Any other relevant information to support your application	

12.

Signature of Applicant	[Redacted]	Date	19.06.21
Name (Please Print)	[Redacted]		
Position in Organisation	MANAGER OF HARDEN HOLIDAY CLUB.		

Appendix 4: Correspondence

From: Adam Ciotkowski
Date: Monday, 21 June 2021
To: Ken Eastwood
Subject: Harden Village Council Vacancy

Good morning,

I can confirm we did not receive the required request to fill the Harden Village Council vacancy by election. The deadline to call an election has now passed.

In accordance with the Local Elections (Parishes and Communities) Rules 1986, the Village Council must therefore co-opt a person to fill the vacancy as soon as practicable. Please let us know when someone has been co-opted.

Kind regards,

Adam Ciotkowski
Senior Electoral Services Officer
Electoral Services

Emails re. Footpaths

22/06/2021

Hi.

Please can footpath Bingley 124 be arranged to be cleared. It is very overgrown with nettles and brambles and almost impassable.

Thank you.

22 Jun 2021, Ken Eastwood clerk@hardenvillagecouncil.gov.uk

Hi Dave,

Please see below. Could you have a look at this path please.

Many thanks,
Ken Eastwood
Harden Village Council Clerk

On 27/06/2021

Hi. Just been along Footpath Bingley 232 east side of Harden Lane (opposite Stephen Smith Garden Centre) running through Bank Bottom Farm to Sandy Banks, today and that is also extremely overgrown too.

Emails shared by resident of Wilsden Road.

From: Cllr Paul Sullivan
Sent: Mon, 21 Jun 2021 16:07
Subject: Wilsden Road - speeding issues

Dear Ms. ,

I now have an informed reply from the council Highways department.

Please see the below email.

Also, note in paragraph 6 reference to a 'scheme of works'. I must stress two points: there is much competition within the Bingley Rural ward for inclusion as a candidate on the Committee's Safer Roads Programme list. After careful consideration, myself and colleagues Cllrs Riaz and Birch have asked for inclusion. This means it has to be assessed against competing schemes in a wider area under severe budgetary constraints.

Secondly, you may find the link informative regards speeding etc.

I hope this helps.

Regards

Paul Sullivan
Cllr Bingley Rural

----- Original message -----

From: Craig Williams
Date: 17/06/2021
To: Cllr Paul Sullivan
Cc: Cllr Naveed Riaz, Cllr Sally Birch
Subject: FW: Wilsden Road - speeding issues

Dear Councillor Sullivan,

With specific reference to Wilsden Road, Harden, the Shipley Area Committee's Safer Roads Programme comprises two scheme types – namely, 'casualty reduction schemes' and 'community project schemes' (the latter previously referred to as 'locally determined schemes'). Casualty reduction scheme candidates are considered (and ranked) in relation to the number of traffic collisions and severity of any personal injuries arising at each respective site. As such, their inclusion within the actual programme relies on an evidenced based approach.

Community project candidates are those requested schemes which do not necessarily have a poor traffic collision record, but nevertheless give some cause for concern. Consideration of community project requests involves consideration of what is technically feasible within the budget constraints of the Safer Roads Programme, as well as whether or not the requested treatment is an appropriate way to resolve or mitigate those issues giving rise to the associated concern(s).

Council records show that there has been only a single traffic collision on Wilsden Road, Harden, resulting in personal injury during the five year period ending 16 April 2021 (the latest five year period for which records are available). As such, if Wilsden Road were to be included as a candidate vying for inclusion within the Safer Roads Programme, it would be as a potential community project and not a casualty reduction scheme candidate.

I am sympathetic to Ms Dawe's view that the lack of a recurring personal injury accident record on Wilsden Road should not have a bearing on the site's potential for inclusion within the

ShIPLEY Area Committee's Safer Roads Programme as a casualty reduction scheme. However, it is considered that unless those sites with a recurring record of traffic collisions resulting in personal injury are dealt with as a priority, personal injury accidents will continue to occur at those sites.

As you're aware, Harden Village Council has expressed concerns with traffic speeds on Wilsden Road, and are seeking to work in partnership with Bradford Council as highway authority with a view to addressing speeding at this site.

As regards adding Wilsden Road to the list of community project candidates seeking inclusion within the Safer Roads Programme, I am happy to do so (should you wish), and consider that the provision of flashing vehicle activated signs and possible vertical speed cushions (a form of road hump which larger vehicles can straddle) could represent a practical way forward in achieving speed reductions. If you would like me to add Wilsden Road to the list of scheme candidates vying for programme inclusion, please let me now. The list of scheme candidates seeking inclusion within the programme as a community project is considerable and Wilsden Road would have to compete against the other scheme requests for inclusion within the Committee's Safer Roads Programme.

With specific reference to Ms Dawes reference in her email of 7 June to safety (speed) camera criteria, I can advise that strict criteria must indeed apply to a particular site for that site to be considered for safety camera provision (whether this be Gatso cameras (ie . static yellow cameras) or mobile speed cameras). I have attached a copy of said criteria (obtained from the West Yorkshire Casualty Prevention Partnership's website at <http://www.safetycameraswestyorkshire.co.uk/frequently-asked-questions/camera-equipment-and-site>). Much of that criteria relates to a site having to have a proven record of collisions giving rise to death or serious injury, along with a particular level of speeding.

I trust the above information has helped to explain the position with regards to Wilsden Road. If you wish to forward any of the above to Ms Dawes, feel free to do so.

Regards

Craig Williams BEng (Hons), MSc, Eng Tech FIHE, CMILT, MCIHT
Senior Engineer
Traffic and Highways (North)
Stockbridge Depot, Royd Ings Avenue, Keighley, BD21 4BX

Email Exchanges re. Valley Park Signage

On 07/06/2021, 13:17:

Hi there,

I have been messaging Paul Sullivan and he has asked to forward some signs regarding the Park Home Site. The signs read Harden and Bingley Caravan Park. This is incorrect as it is a residential site and not a Park. As a resident of Valley Park, which is just above Harden and Bingley Park, we all find this very misleading and are constantly being asked by visitors, where is the playground, where is the cafe, where are the toilets and more besides. There are crowds of people visiting which in the current climate is not ideal. They visit with swimming aids, paddling pools, picnics, BBQs and picnic chairs. There is nowhere for picnics as this is purely a walk and a walk only. In view of the poor young man who drowned in March we all feel there will be another fatality unless things are put right. Also the risk of fire from BBQs left

unattended is significant. There is always lots of rubbish left and bushes are being used as toilets. This is such a shame as the walk itself it's beautiful.

As residents we really hope you are able to help to make this a safe place for us and members of the public.

The signs are located at the end of Goit Stock Lane and Harden roundabout but not sure if there is another near Stephen H Smiths. The one on the roundabout is coloured brown which I'm sure means Harden and Bingley Park is a tourist attraction.

We really hope you can help with this problem.

From: Ken Eastwood
Sent: 09 June 2021
To: Craig Williams
Cc: Cllr Paul Sullivan
Subject: FW: Harden and Bingley Park

Hi Craig,

We've been contacted by a resident of Valley Park, Harden, concerned about 'tourist' signs erected that read 'Harden and Bingley Caravan Park.' See below.

Over the last year or so we have had several complaints and enquiries about issues at Goit Stock including ASB, littering, vandalism, parking etc. This has been made worse by an entry on TripAdvisor. Residents, understandably, would prefer that we did not add to the problem by sign posting more visitors.

Could you look into this and let me have your thoughts. I'm really not sure why we would want to sign post tourists to a residential parks home site, Goit Stock issues aside.

Welcome your thoughts.

Thanks,

Ken Eastwood
Harden Village Council Clerk

From: Craig Williams
Date: Wednesday, 9 June 2021
To: Ken Eastwood **Cc:** Cllr Paul Sullivan
Subject: FW: Harden and Bingley Park

Dear Ken,

Both directional signs currently in-situ at the junction of Harden Road with Wilsden Road, and Wilsden Road with Goitstock Lane play an important role traffic management wise in terms of ensuring that low-loaders of the type shown within the attached google image and which deliver and collect chalets to/from the caravan park do not miss their intended turn-offs. It is important that said low-loaders carrying a wide, heavy load do not inadvertently drive through the mini roundabout onto Long Lane

which is relatively narrow and traffic calmed, nor inadvertently drive past the entrance to Goitstock Lane and end up on the narrow bridge fronting the Malt public house.

In accordance with Council practice regarding the provision of brown and white tourist directional signs, the proprietors of the caravan park will have paid for the manufacture, supply and installation of that sign at the junction of Harden Road with Wilsden Road (the manufacture, supply and installation being carried out by Bradford Council as Highway Authority). I consider the wording contained within it was then (and is now) an accurate representation of the destination to which it relates.

On the basis of all the above, I do not consider it appropriate to remove said signs.

Regards

Craig Williams BEng (Hons), MSc, Eng Tech FIHE, CMILT, MCIHT
Senior Engineer
Traffic and Highways (North)
Stockbridge Depot, Royd Ings Avenue, Keighley, BD21 4BX

Appendix 5: Financial Reports

Harden Village Council Summary of Receipts and Payments Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Administration				2,075.00	1,502.90	572	572
Assets & Projects				17,675.00	3,156.50	14,519	14,519
Audit & Accountancy				400.00	665.00	-265	-265
Donations				1,000.00		1,000	1,000
Events				200.00		200	200
ICT				1,475.00	394.00	1,081	1,081
Income	37,755.00	38,631.01	876				876
Insurance				500.00		500	500
Maintenance & Repairs				4,100.00	1,376.00	2,724	2,724
Neighbourhood Plan				1,000.00		1,000	1,000
Newsletter				750.00		750	750
Parish Plan				1,000.00		1,000	1,000
Staff Costs				14,000.00	4,930.51	9,069	9,069
Training				200.00		200	200
Travel				200.00	27.00	173	173
NET TOTAL	37,755.00	38,631.01	876	44,575.00	12,051.91	32,523	33,399
Total for ALL Cost Centres		38,631.01			12,051.91		
V.A.T.		0.00			727.28		
GROSS TOTAL		38,631.01			12,779.19		

Harden Village Council

BANK ACCOUNTS

Current Account	£49,681.40
Savings Account	£26,384.19
Total in Banks	76,065.59
Cash	0.00
GRAND TOTAL (Banks and Cash)	£76,065.59

Harden Village Council

	Bank Reconciliation at 26/06/2021		
	Cash in Hand 01/04/2021		50,213.77
	ADD Receipts 01/04/2021 - 26/06/2021		38,631.01
			88,844.78
	SUBTRACT Payments 01/04/2021 - 26/06/2021		12,779.19
A	Cash in Hand 26/06/2021 (per Cash Book)		76,065.59
	Cash in hand per Bank Statements		
	Petty Cash 05/06/2021	0.00	
	Savings Account 05/06/2021	26,384.19	
	Current Account 05/06/2021	49,681.40	
			76,065.59
	Less unrepresented payments		0.00
			76,065.59
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		76,065.59
	A = B Checks out OK		