

Harden Village Council



Clerk: Ken Eastwood, Harden Village Council, PO Box 572, Keighley BD21 9FE
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Meeting of Councillors to be held by video conference
Thursday 10th February, 2022 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**
None.
(Planning applications can be viewed via Bradford Council's online system
<http://www.planning4bradford.com/online-applications>).
- 5. Green Travel Project**
To receive an update from Cllr Townsend on the Green Travel Project.
- 6. Environment Working Group**
To receive an update from Cllr Wood on development of an Environment Working Group (see Appendix 2).
- 7. Platinum Jubilee**
To consider actions to commemorate the Queen's platinum jubilee.
- 8. Bingley St Ives**
To receive an update from the Clerk on advice from Bradford MDC about registering Bingley St Ives as an Asset of Community Value. To consider what, if any, further steps should be taken.

9. Exchange of Information

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

10. Correspondence (see Appendix 3)

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

- a) Email from the National Allotment Society re. Yorkshire AGM.
- b) Email from Bradford MDC re: Summer 2022 Play In Parks offer.
- c) Email from a resident re. litter picking.

11. Financial Matters

- a) To approve the following payments: -

Payee	Amount	Description
Ken Eastwood	£4.95	Expenses
Bradford Council	£1,772.94	Salary payment
X2 Connect Limited	£141	Telephone kiosk signs
Sustrans Limited	£7,842	Bingley rural green travel project
YLCA	£120	Training – Cllrs Kitsell and McShera
Harden Pre School	£48	Room hire x 2
NALC	£51.71	Training – Cllr Kirkham

- b) To note the balances and bank reconciliation reports in Appendix 4.

12. Minor Items and Items for Next Agenda

To note minor items and items for the next agenda.

13. Next Meeting

To confirm the date of the next meeting as 10th March, 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	January 2022	Awaiting final documents for formal submission to Bradford MDC.
Telephone Kiosk	Adoption from BT, renovation and usage.	Clerk	February 2022	Signage just received. Final fit out to be arranged.
Traffic & Transport	Commission traffic survey(s) and expert recommendations.	Cllr Townsend & Clerk	January 2021	Mapping workshops 13 & 18 Jan and 22 Feb. Bradford Council prompted for update on active travel and speed survey.
Climate	Climate emergency actions and projects.	Cllr Wood	February 2022	Agenda item.
Bingley St Ives	To consider registering the Estate, or parts thereof, as an Asset of Community Value.	Clerk & Chair	January 2022	Agenda item.
Emergency Plan	To develop an emergency plan for Harden.	Cllrs Ahmed & McShera	December 2021	Cllr McShera to contact Bradford Council.
Signage & Wayfinding	Project to enhance boundary and village centre signage.	Clerk	October 2021	Wayfinding to be discussed at a future meeting.

Subject	Issues	Responsibility	Date of last action	Notes
Christmas Lights	Procure and install additional lamp post motif lights.	Clerk	January 2022	3 further motifs to be procured in 2022. Grant funding of £4,000 confirmed by Bradford MDC.

Appendix 2: Environment Working Group

What

A working group to take forward much of the work needed to fulfil our [Climate Emergency Plan](#), taking forward work on these areas: -

- Nature and green spaces
- Transport and travel
- Waste and pollution
 - Including work towards becoming a plastic free community, which involves:
 - Work with businesses in your community to help them reduce single-use plastics - At least three single use plastic items removed from local businesses and retailers
 - Inspire the wider community to spread the plastic free messages
 - Work with schools and community groups to eliminate single use plastics and raise awareness
 - Mobilise the community through action days and events - Run two events to raise awareness of the campaign locally
 - Form a group of local stakeholders who meet twice a year to take the campaign forward
- Shops and food
- Homes and energy

The group would revisit the activities set out for 2020-21, some of which have been achieved / significant progress has been made: -

- Complete our Neighbourhood Plan
- Continue progressing with Bradford MDC and neighbouring villages steps to improve walking, cycling and public transport as alternatives to driving

And those where which we plan to move forward: -

- Deliver regular communications to promote involvement in these actions, gathering input and views, and promoting individual actions and awareness;
- Support and promote campaigns and initiatives in our area to reduce waste and plastic, and encourage local residents and businesses to do so too;
- Encourage tree/hedge planting and biodiversity opportunities and set up events and initiatives as and when possible;
- Encourage and support local volunteering and other initiatives to connect people with nature and encourage pride in our local green spaces;
- Research sources of emissions and draw on other councils' examples and our local knowledge to draw up a 10-year framework for our village becoming carbon neutral.

The group will also look at what other actions are feasible and make a proposal for 2022/23 activities to Harden Village Council. For example: -

- Goit Stock litter picking group
- Tree planting – using network to get the word out

Who

Neighbours from aW[?]ss Harden and Wilsden, to maximise membership, reach and range of activities, recognising that we are working towards the same goal.

Group size 10-15 people (ish) – min 5. If lots of interest the group splits along the lines of the priorities above and meets

Where

Once established links with Wilsden, establish suitable locations for meetings – possibly alternate between villages. Need to research venues and costs – pubs possible but aren't inclusive. Activities to cover all Harden and Wilsden equitably if possible.

Next steps

- 1) Clarify if there are any governance issues with creating a joint working group.
- 2) Establish links with Wilsden council and determine if they would like to work together on this.
- 3) Liaise with Plastic Free Communities – can only have one contact, and currently they have Falak's details so struggling to progress.
- 4) Organise Community action day - sat 26th March?? – Harden Moor / goit stock litter picking? Alternative is tree planting – but need to send letter out first and have suitable land in mind.
 - a. Risk assessments / insurance etc
 - b. Litter pickers + bags
 - c. Advertising plan
- 5) Advertise for members of the group – quick comms plan.
 - Adverts in shops
 - Facebook – village group, st ives group... anywhere else?
 - Posters in pubs
- 6) 1st meeting of the group weds 30th March? To allow time for advertising, include people who attended action day, take forward stuff for spring and plan for planting season in winter? Would mean that miss the start of the year tree planting season, but gives opportunity for campaigns, events etc over the summer – and more time for finding locations for tree planting and establishing relationships with council / other landowners.

Appendix 3: Correspondence

Email from the National Allotment Society



The National
Allotment Society

Yorkshire Branch



Yorkshire Branch A.G.M 2022

Dear Members

You are invited to join the 2022 AGM of the National Allotment Society Yorkshire Branch. Due to present circumstances this will be a Zoom meeting

Opening at 9.30am on Saturday 19th March 2022 for a 10am start.

- Delegates must return their intention to join the meeting by the **12th March 2022.**
- Delegates will be restricted to maximum of two delegates per site.

The event will be a short meeting covering essential requirements to comply with the rulings of the National Allotment Society, **Click on the links below** to download the agenda, zoom joining details, minutes of AGM 13th February 2021, information about the various roles and nomination papers.

[Invitation letter/form- return by 12 March latest](#)

[Agenda](#)

[Minutes 2021](#)

[Nomination information](#)

[Nomination form - return by 28 February](#)

[Chair role description](#)

[Secretary role description](#)

[Deputy Regional Rep role description](#)

[Mentor role description](#)

Email from Bradford MDC re: Summer 2022 Play In Parks offer

Hi Ken

Hope you are well.

We have been to visit Harden Memorial Park this week, as this I assume is the Park where HPC are wanting to host your Summer 2022 Play In Parks events. The Park is absolutely fine for hosting the events in terms of access etc and we can confirm that we have a key for the bollard to gain access with our vehicle. It might be an idea to inform the houses surrounding the park of the events in advance of any problems that may arise from using the Park on Thursdays throughout the six week school summer holidays.

In terms of promoting your events, I think it would be beneficial for Harden PC to liaise with Wilsden PC, Sandy Lane PC and possibly Cullingworth VC (events not yet confirmed) and do a collective advertisement of the events in the local Primary Schools to ensure that the public are aware of the events throughout the whole of the summer holidays. With this in mind we have allocated days/dates so as not to clash with each other. Once I have firm confirmation from Cullingworth VC I will devise an email to all parties outlining days, dates, venues and times etc and my suggestion about promoting the events collectively.

Hope this is ok Ken but please don't hesitate to contact me if you have any further questions.

Email from a resident re. litter picking

Good Afternoon Ken,

I wondered if there were any plans for litter picking events in the village? I'd like to help reduce the amount of litter out there and to do it with others if possible. I see purple bag collections in other areas of the district and wondered if we could do something like that in our village?

Appendix 4: 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			0.00 (N/A)	2,075.00	1,732.73	342.27 (16%)	342.27
Assets & Projects		96.50	96.50 (9650%)	17,675.00	19,346.94	-1,671.94 (-9%)	-1,575.44
Audit & Accountancy			0.00 (N/A)	400.00	983.00	-583.00 (-145%)	-583.00
Donations			0.00 (N/A)	1,000.00	1,000.00	1,000.00 (100%)	1,000.00
Events			0.00 (N/A)	200.00	25.00	175.00 (87%)	175.00
ICT			0.00 (N/A)	1,475.00	1,110.00	365.00 (24%)	365.00
Income	37,755.00	49,536.35	11,781.35 (31%)			0.00 (N/A)	11,781.35
Insurance			0.00 (N/A)	500.00	438.38	61.62 (12%)	61.62
Maintenance & Repairs			0.00 (N/A)	4,100.00	2,478.00	1,622.00 (39%)	1,622.00
Neighbourhood Plan			0.00 (N/A)	1,000.00	1,000.00	1,000.00 (100%)	1,000.00
Newsletter			0.00 (N/A)	750.00	510.00	240.00 (32%)	240.00
Parish Plan			0.00 (N/A)	1,000.00	1,000.00	1,000.00 (100%)	1,000.00
Staff Costs			0.00 (N/A)	14,000.00	19,114.03	-5,114.03 (-36%)	-5,114.03
Training			0.00 (N/A)	200.00	245.59	-45.59 (-22%)	-45.59
Travel			0.00 (N/A)	200.00	153.06	46.94 (23%)	46.94
NET TOTAL	37,755.00	49,632.85	11,877.85 (31%)	44,575.00	46,136.73	-1,561.73 (-3%)	15

Total for ALL Cost Centres

49,632.85

46,136.73

V.A.T.

3,913.23

GROSS TOTAL

49,632.85

50,049.96

Bank Reconciliation at 01/02/2022			
	Cash in Hand 01/04/2021		50,213.77
	ADD Receipts 01/04/2021 - 01/02/2022		49,632.85
			99,846.62
	SUBTRACT Payments 01/04/2021 - 01/02/2022		40,069.36
A	Cash in Hand 01/02/2022 (per Cash Book)		59,777.26
	Cash in hand per Bank Statements		
	Petty Cash	01/02/2022	0.00
	Unity Trust Current Account	01/02/2022	59,777.26
	Barclays Savings Account	01/02/2022	0.00
	Barclays Current Account	01/02/2022	0.00
			59,777.26
	Less unrepresented payments		
			59,777.26
	Plus unrepresented receipts		
B	Adjusted Bank Balance		59,777.26
A = B Checks out OK			