

**DRAFT MINUTES OF HARDEN PARISH COUNCIL MEETING
HELD ON 9TH MAY 2013 AT 7.15PM IN HARDEN MEMORIAL HALL**

Present

Councillors Mike Andrews, John Bagnall, Julia Gregson, Matthew Gore, Robert Hartley, Kay Kirkham, Alan Sykes
Clerk Eve Haskins
In attendance No members of the public were present

1/513 Election of Chairman and Vice-chairman

RESOLVED that Cllr Mike Andrews be elected as Chairman and Cllr Alan Sykes be elected as Vice-chairman for 2013/2014; Declaration of Acceptance of Office duly signed by the Chair.

2/513 Apologies

None received.

3/513 Declarations of Interest

None received.

4/513 Public Representation

None received.

5/513 To confirm minutes of meeting held 11th April 2013

The minutes of the meeting held on 11th April 2013 were confirmed as a true and accurate record and signed by the Chairman.

6/513 Confirmation of Standing Orders

RESOLVED that Standing Orders are confirmed as adopted by Parish Council.

7/513 Confirmation of bank mandate

RESOLVED that existing signatories to remain (Cllrs Andrews, Bagnall and Sykes).

8/513 Adoption of policies

RESOLVED that the following policies be adopted, effective immediately: Complaints Procedure, Data Protection and Security Policy, Equality and Diversity Policy, Health and Safety Policy, Records Management Policy and Recruitment Policy.

9/513 Memorial Hall: refurbishment of meeting room

RESOLVED that Clerk to order charcoal chairs from Office Furniture Ltd (1 pack with arms, 2 packs without arms); decision on tables to be deferred until next meeting (Clerk to circulate links).

10/513 Harden Post Office/plants

RESOLVED that:

1. Clerk to contact Post Office Ltd for reassurance of long term future of Harden Post Office;
2. Approx £400 be spent on plants for outside post office as usual;
3. Chair to obtain further quotes for planting/maintaining of plants outside post office;
4. Chair to ask BMDC to remove winter plants by 17th May (Cllr Sykes wished for his dissent to be recorded on latter point).

11/513 Commemorative plaque plinth

RESOLVED that:

1. The unveiling ceremony to take place on Sunday 2nd June at 12.30pm, attended by Cllrs Bagnall, Gregson and Hartley;
2. Refreshments afterwards to be in family room of St Saviour's Church (Parish Council to contribute to cost for this);
3. Clerk to liaise with Baroness Eaton re timings for unveiling;

4. Cllr Kirkham to compose notices to advertise event on notice-boards;
5. Clerk to contact 'Telegraph + Argus' newspaper to invite them to attend;
6. Cllr Gregson to organise unveiling cloth and take photographs.

12/513 ST IVES

RESOLVED that the Parish Council support the Friends of St Ives in their opposition to mountain bike routes in St Ives (NB the family cycle routes are not opposed).

13/513 Parish Council Liaison Meetings

RESOLVED that the Parish Council will not be represented at the forthcoming Liaison Meetings in June and September due to lack of councillor availability.

14/513 Events attended

Cllr Kirkham provided a brief update on events recently attended, namely the Housing Requirements Study and Community Assets Training Session.

15/513 Planning Protocol Review

Cllr Kirkham provided a brief update on changes to planning following a training session attended; agreed that Cllr Kirkham has access to the website as well as the Clerk, although Clerk to send consultation responses.

16/513 Accounts for approval

RESOLVED that the Annual Return 2012-13 was approved by the Parish Council and duly signed by Chairman, RFO and Clerk; RFO to send it to external auditors, Chair to place relevant notice on notice-board.

17/513 Payments for approval

- **£13.90** Clerk's expenses
- **£477.00** YLCA annual subs
- **£400.00** Chairman for plants in Post Office flower beds
- **£TBC** Gardeners for planting in flower beds

18/513 Correspondence

- Emails from Shipley Area Coordinator's Office re council wardens in Harden, help for community groups and Shipley Smart and Clean Campaign 2013-14: agreed that Clerk to respond nominating the Back o' the Mill area in Harden for general sweeping and clearing and a general clearing of weeds on pavements in Harden;
- Email from Bradford Arts Curator re Rossetti visit to Harden: agreed that Clerk to contact Curator informing that no-one has any knowledge on this subject;
- Email from YLCA re proposed bill to cap parish precepts: acknowledged;
- Email from Wendy Fisher re update on Memorial Hall repairs: acknowledged, agreed further queries re repairs be directed to Duty Officer (see below);
- Email from Niki Joseph, Duty Officer, re meeting with Parish Council to update sole occupancy and fire safety: agreed to meet prior to next meeting on 13th June at 6.45pm – Clerk to contact accordingly and also provide key-holders names as requested.

19/513 Planning decisions

- a) 13/00945/FUL – conversion of detached garage into domestic dwelling – GRANTED.

20/513 Planning applications

- a) 13/01298/HOU – front porch at 11 Glen View, Harden - NO OBJECTIONS.

The Chairman closed the meeting at 8.50pm.

The next meeting will be held on 13th June 2013 at 7.15pm in Harden Memorial Hall