

**MINUTES OF THE MONTHLY MEETING OF HARDEN PARISH COUNCIL
HELD ON 10th MARCH 2016 AT 7.15PM IN HARDEN MEMORIAL HALL**

Present

Councillors: Diane Bonham, Kay Kirkham, Julia Gregson, Alan Sykes
Gina Thompson and Pam Laking (Chair)
Clerk: Ruth Batterley, Interim Clerk, Ken Eastwood, Clerk
BMDC: None
In attendance: Two members of the public for part of the meeting.

1/0316 Co-option of Parish Councillors

RESOLVED that this item to be deferred until the next meeting when potential members may be present.

2/0316 Apologies

There were none.

3/0316 Declarations of Interest

Councillor Laking declared her interest in item 8/0316.

4/0316 To confirm minutes of meeting held on 11th February 2016

Councillor Sykes proposed the following amendment that item 1/0216 should read:

Interested candidatures are requested to speak initially to a councillor before speaking to the clerk about co-option.

Councillor Kirkham noted that the planning application for Pepper Green, should read 16/00185/HOU

Subject to the above amendments:

Resolved

Minutes of meeting held on 11th February 2016 were confirmed as a true record and signed by the Chair.

5/0316 Planning issues

16/00787/FUL 148, Long Lane

Resolved not to object to this application.

16/00062/FUL Cliff Farm, Keighley Road.

Resolved not to object to this application.

16/00740/HOU 6, Midgham Grove

Resolved not to object to this application

The two members of the public left the meeting at 7:50pm

6/0316 Public Representation

None.

7/0316 Exchange of Information

- Councillor Kirkham noted her recent correspondence with Metro about her request to raise the kerb outside the Congregational Church.
- The amount of litter on the Keighley Road after Moor Edge on the double bend beyond St Ives was noted. The clerk is to report this to BMDC.

8/0316 Updates

- Report on Youth Club. Councillors Gregson and Laking are to visit the club. Councillor Kirkham proposed that the parish council should write to the club asking what they are doing to promote themselves. The motion was not carried.
- Local Access Forum. An item is to go into the next parish council newsletter asking members of the public to identify un-notified Rights of Way

9/0316 Christmas Tree Lights

Mr Eastwood advised that he had received one quotation from the three companies he had asked to quote. He is expecting the other two companies to quote imminently. It has become apparent that taking the existing lights from the trees is impossible, other than cutting them out.

10/0316 Horticulture

There was discussion about this item. Quotations are to be obtained for the existing specification plus the War Memorial from the two contractors who previously quoted. The quotations are to be brought to the next meeting so that a decision about who to award the contract to can be made.

11/0316 To authorise the purchase of a new laptop, peripherals and printer for the Clerk's use for the cost of £650 net.

Ruth Batterley advised that application had been made to the Transparency Fund for laptop, printer, software and training. The application had been approved by YLCA and notification of the funds is awaited.

Resolved to authorise the purchase of a new laptop, peripherals and printer for the clerk's use. The old parish council laptop is to be disposed of securely.

12/0316 To approve the annual payment of the clerk's subscription to the Society of Local Council Clerks (SLCC). To note the current charge of £179 per annum

Resolved to approve the annual payment of the clerk's subscription to the Society of Local Council Clerks. To note the current charge of £179.

13/0316 To approve the registration of the clerk on the Introduction to Local Council administration (ILCA) for the cost of £99 plus VAT

Resolved to approve the registration of the clerk on the Introduction to Local Council Administration for the cost of £99 plus VAT.

14/0316 War memorial renovation

Councillor Kirkham advised the meeting that BMDC is to undertake cleaning and re-pointing of the memorial. Once the memorial is cleaned she and Councillor Laking will meet with Mel Smith to see if any enhancement can be made to the inscriptions on the memorial.

15/0316 To consider signing the petition to give local councils the right to appeal planning decisions.

Resolved to sign the petition.

16/0316 To discuss ideas for spending council reserves and ideas for small grants

Resolved to investigate opportunities to fund provision of Monkey Bars in the play area via WREN or other sources of grant funding. Councillor Gregson to progress with the Clerk.

17/0316 To consider

- The £50 cost for planting a beech tree in Harden Park. BMDC will fund this.
- Up to £100 for planting the replacement cherry trees. **Resolved** to pay £18 per tree to R&J services for planting the replacement trees on Wilsden Road.

18/03/16 To discuss proposed car parking charges for St Ives.

Councillor Laking updated the council on this item. There is to be a BMDC consultation on the proposed charges and in the absence of any other information, the parish council noted the proposed car parking charges.

19/0316 Financial issues

Resolved to approve the following payments for approval.

a) Payment for approval:

- | | | |
|-----------|---------------------|---------------------|
| • £673.21 | BMDC | salaries |
| • £13.95 | Ken Eastwood | mileage |
| • £49.50 | Ruth Batterley | mileage |
| • £24.00 | R&J Garden services | village maintenance |

There was discussion about the point at which the salary payment should be approved on this agenda. Councillors Kirkham and Sykes advised they did not feel informed about salaries or terms and conditions of employment for both the interim and permanent clerk. Mr Eastwood advised that this is an update item point 21 on the agenda. **Resolved** to approve the payments listed above.

b) Signatories:

A request was made for another signatory. No councillor felt able to take on this role.

c) Transparency Code

Mr Eastwood noted that he will be bringing revised policies and procedures along to the April parish council meeting. This is to comply with the Transparency Code. He has started to put draft minutes onto the website.

d) Financial reporting at council meetings

The need for regular bank reconciliations reported to council meetings, together with regular budget updates was noted.

e) Financial Paperwork

The Chair is to obtain a copy of the April 2015 bank statement. It was noted that the invoice for cheque number 100355 for £250 made payable to R&J Gardening Services has been misplaced. **Resolved** that the cheque was paid on an invoice now misplaced.

20/0316 TO Resolve that members of the press and public be excluded from item 21 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2) during consideration of an item of a confidential nature.)

There were no members of the press or public present.

21/0316 To receive an update from the Chair on the interim and permanent Clerk appointments.

Councillors Kirkham and Sykes advised that they had not felt informed about the pay, terms and conditions of both appointments. It was noted that the permanent clerk had been appointed on scale point 21 for 7 hours per week, £25 per month home working allowance and 0.45 per business mile. The interim clerk had been appointed on scale point 23; all other details are the same as the permanent clerk.

22/0316 Correspondence

- Marie Curie Daffodil appeal. Noted
- Local Council Access Forum minutes. Noted
- Parish Council Liaison minutes. Noted.
- Standards Committee e-mail. No councillor wished to be nominated to be a representative.

23/0316 Next meeting

Agreed that the next Parish Council meeting to take place on Thursday 14th April 2016 at 7.15pm in Harden Memorial Hall.

The Chairman closed the meeting at 9:50pm.