

**MINUTES OF THE MONTHLY MEETING OF HARDEN PARISH COUNCIL
HELD ON 14th JULY 2016 AT 7.15PM IN HARDEN MEMORIAL HALL**

Present: Cllr Pam Laking (Chair)
Cllr Alan Sykes
Cllr Kay Kirkham
Cllr Diane Bonham
Cllr Julia Gregson
Cllr Gina Thompson
Ken Eastwood (Clerk)

In attendance: 6 members of the public.

1/0716 Apologies for Absence

Apologies received from ward Councillor Simon Cooke.

2/0716 No disclosures of Interest

3/0716 Minutes of Meetings (previously circulated to Members)

- a) The minutes of the Parish Council meeting held on 9th June, 2016 were proposed as a correct record by Cllr Thompson and signed by the Chair.
- b) The June Outstanding Issues Report was duly noted.

4/0716 Planning Applications

None received.

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

5/0716 Other Planning Matters

Resolved:

The following matters were noted:

- (a) 16/03093/HOU – Application to raise roof and construct two-storey extension to front, side and rear at 11 Ferrands Park Way, Harden: Permission refused.
- (b) 15/01039/MAO - Outline application for residential development, land at Harden Road and Keighley Road, Harden: Permission granted, subject to Section 106 agreement.

6/0716 Guest Speaker

Members welcomed Simon D'Vali, Principal Engineer at Bradford Council, attending to discuss various Highways issues in Harden.

Signed:

11 August, 2016

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Mr D'Vali explained he had responsibility for new build and traffic schemes and strategic responsibility for road safety. Craig Williams is the Senior Engineer for North and probably the best contact for routine highways enquiries. The following matters were discussed: -

- **Harden bus stop and raised kerb**

This issue has been mentioned to Passenger Transport (Combined Authority), where an officer group look at raised kerb requests. There could be complications with water and drainage due to the presence of a cellar. Mr D'Vali to arrange for an Engineer to investigate and to open a dialogue with the bus operator and the Combined Authority with regard to buses stopping closer to the kerb and lowering their steps.

- **Long Lane layby and damaged sign**

Noted and to be chased up.

- **Littering along Keighley Road**

Mr D'Vali to make enquiries with Cleansing to see if this stretch of road is still on a routine route and refer to the Assistant Director of Neighbourhoods if necessary.

- **Planting and ownership of the raised beds in Harden**

Mr D'Vali described ongoing discussions with other Parish Council's and some pilots where community groups are hoping to take on planting. Cllr Sykes suggested there should be a clear contract between the Parish Council and the District Council. Mr D'Vali outlined that the maintenance and ownership of the assets would remain with Bradford Council. Cllr Laking suggested it would be helpful to have a letter of authorisation outlining the arrangements discussed. Mr D'Vali to seek advice from the Council's legal team.

- **Speeding issues (signs & enforcement)**

Mr D'Vali discussed the possibility of future collaboration and explained how Parish Councils could potentially contribute to shared priorities. He also outlined how the Area Committee had responsibility to ratify any works proposed.

The Vehicle Activated Sign (VAS) devices do collect data which provides opportunity to determine how successful the signs are in terms of behaviour change. Whilst familiarity with the position of signs can sometimes result in a

reduction in effectiveness, the Council's view and experience is that they are an effective deterrent. Mr D'Vali to report back on the sign effectiveness in Harden.

With regard to Police enforcement Mr D'Vali explained that the pressures on public funding meant that enforcement had to be prioritised in areas with the greatest need. Involvement of the Primary School was discussed. Mr D'Vali offered to talk to Sue Snoddy about the opportunity for a joint initiative.

- **Speeding and 'rat run' issue along Wilsden Old Road**

Mr D'Vali confirmed he had received the resident's petition which would be considered by the Area Committee meeting on 21st September. Survey work be undertaken before the committee, to present evidence in support of officer recommendations. The lead petitioner will be invited to the committee.

- **Maintenance of grass verges**

In light of budget pressures Highways no longer undertake routine verge cutting. Other Parish Councils are asking questions about the possibility of taking over this function. However, there are a lot of issues to be explored and understood. Cllr Sykes made the point that having more information on costs to restore services or explore alternative delivery options would be really helpful. Cllr Kirkham asked if it would be possible to procure services from Bradford Council and it was confirmed that it could be in theory. These matters will be explored further at Parish Council Liaison Meetings.

Members thanked Mr D'Vali for attending the meeting and stated they looked forward to receiving his feedback in due course.

7/0716 Representation

A resident raised concern about the Golden Fleece outbuilding and outstanding planning enforcement. Cllr Kirkham outlined the planning position, stating that approval has been refused and that the applicant has lodged an appeal against the enforcement notice based on insufficient time to comply.

A resident mentioned conversion of a barn at Woodbank that was previously refused planning consent. The resident had been informed that the conversion had gone ahead. Cllr Kirkham offered to make further enquiries.

8/0716 Land Allocations Consultation

Cllr Kirkham presented a draft discussion paper for Members' consideration.

A resident raised concerns about the Heronry on HR/001, one of only two in West Yorkshire.

Another resident asked if there was any commitment when development was granted to require developers to incorporate village open space. Cllr Kirkham discussed planning processes and opportunities to make improvements or valuable contributions to the village through the development process.

A resident asked about balance between the sites and suggested it would be sensible to try and balance development across the sites. Cllr Kirkham advised that we shouldn't focus in too much detail on the house numbers on individual sites, suggesting that would be a matter to be addressed at individual application stage.

A resident stated that the Parish Council should express a preference to the Council on the distribution of development, that in supporting Option 1 the Parish Council would be making recommendations in ignorance of the impact on flora and fauna and that he had concerns with access to the HR/001 site.

A resident suggested the Parish Council could use the opportunity to set out a vision for Harden. Cllr Kirkham replied stating that the current Parish Plan survey may be of some assistance (includes a question about preferred housing) as well as the Neighbourhood Planning process.

Resolved:

That the Parish Council supports the development of part of HR/001, part of HR/013 and the whole of HR/004. The Parish Council notes that, in conjunction with outstanding planning permissions for HR/002 and HR/012, this would provide adequate land for 100 homes to be allocated in phases. The Parish Council further rejects development on HR/003, 005, 006, 007, 008 and 011.

To approve that Cllr Kirkham submits online the Parish Council's responses to Bradford Council's Land Allocations Consultation and that the Clerk publishes in full the Parish Council's response on the website.

9/0716 Exchange of Information

Cllr Laking gave a brief update on the Mansion at St Ives, which is going to auction shortly.

10/0716 Rural Community Defibrillators

Resolved:

To defer discussion until the next meeting.

11/0716 Horticulture

Cllr Laking provided an update on meetings and discussions with Bradford Works. Cllr Sykes suggested seeking a quotation from a company to raise the soil level in the beds to make planting more visible.

Resolved:

Cllr Laking to present an update report to the next meeting.

12/0716 War Memorial

Estimate for repair and renovation not yet received. Cllr Kirkham proposed disposing of the plastic planters behind the memorial and mentioned that routine maintenance and weeding required attention.

Resolved:

The planters to be disposed by Cllr Thompson.
The Clerk to contact Mel Smith at Bradford Council with regard to weeding and maintenance.

13/0716 Youth Involvement

Cllr Laking discussed connections with the Youth Service and efforts to increase youth participation with the Parish Plan.

Resolved:

The Clerk to write to Mrs K Hutchinson, Head teacher.

14/0716 WI Bench

The Clerk discussed options and the need to obtain a quotation for site preparation and bench installation.

Resolved:

The Clerk and Cllr Gregson will present an update report to the next meeting.

15/0716 Reports

Previously circulated reports on attendance at Local Councils Liaison meeting (21st June, 2016) and Neighbourhood Policing liaison meeting (29th June, 2016) were noted.

Resolved:

That Councillors should attend meetings whenever possible.

16/0716 SCAPAG (ShIPLEY Constituency Area Partners' Advisory Group)

Cllr Laking circulated details on self-compacting bins which the District Council may pilot in some areas. Weed spraying and sweeping is going to be cut back and the council is trialing a special weed spraying unit attached to the sweeper machines.

17/0716 Park Facilities

Cllr Laking fed back from discussions with the Landscapes and Parks Managers with regard to picnic benches within the park. The Council would be supportive of the Parish Council funding this initiative.

Resolved:

To arrange a meeting on site to discuss placement, if possible engaging with young people.

18/0716 Correspondence

Resolved:

- a) E-mail from YLCA re. July training. Noted.
- b) E-mail from The Kings Own Yorkshire Light Infantry re. memorial appeal. Noted.
- c) E-mail from YLCA re. joint annual meeting of the Yorkshire Local Councils Associations. Noted.
- d) E-mail from Heartsafe Communities re. Rural Community Defibrillators. Noted. To be discussed at next meeting.

19/0716 Financial Matters

Resolved:

- a) To authorise the following payments: -

| Payee | Cheque No. | Amount | Description |
|--------------------------------|------------|---------|---------------------------|
| Shiplely Print | 100411 | £175.00 | Newsletter Printing |
| Bradford MDC | 100412 | £336.27 | Salary payment |
| Ken Eastwood | 100413 | £27.50 | Stamps |
| Ken Eastwood | 100414 | £21.18 | Polldaddy subscription |
| Bradford MDC | 100415 | £33.00 | Room hire |
| Roger Smith | 100416 | £55.00 | Newsletter delivery |
| Ken Eastwood | 100417 | £39.15 | Mileage |
| Harden Children's Gala Society | 100418 | £250 | Small grant (coconut shy) |

b) To note the following trial balances: -

| HARDEN PARISH COUNCIL - June 2016 | | | |
|--|------------------|---------------------------|------------------|
| Item | Budget 2016/17 | Expenditure to date (net) | Budget Remaining |
| Clerk's salary and related expenses | 4,600 | 1,457 | 3,143 |
| Subscriptions | 500 | 720 | -220 |
| Insurance | 500 | 0 | 500 |
| Audits | 200 | 83.50 | 116.50 |
| Newsletter | 650 | 0 | 650 |
| Website | 300 | 180 | 120 |
| Parish Plan | 1,000 | 0 | 1,000 |
| Training | 400 | 99 | 301 |
| Repairs | 300 | 16.67 | 283.33 |
| Stationery/telephone | 200 | 136.85 | 63.15 |
| PC equipment | 600 | 619.58 | -19.58 |
| Small grants | 1,000 | 250 | 750 |
| War memorial | 1,000 | 0 | 1,000 |
| Horticulture | 2,500 | 126 | 2,374 |
| Christmas event | 200 | 0 | 200 |
| Playground cleaning | 200 | 0 | 200 |
| S137 | 0 | 62.57 | -62.57 |
| Other (Christmas lights) | 0 | 2,468.80 | -2,468.80 |
| | 14,150.00 | 6,219.97 | 7,930.03 |

c) To note the following bank reconciliation: -

Cashbook Balances

| | |
|---------------------------|------------------------|
| Balance 1 April 2016 | 17,253.71 |
| Add: income to date | 12,387.27 |
| Less: expenditure to date | (6,923.76) (incl. VAT) |
| Total: | 22,717.22 |

Signed:

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| | | |
|-------------------------------------|--|------------------|
| Bank account balances, 30 June 2016 | | |
| Community Account | | 12,584.07 |
| Business Account | | 10,163.89 |
| Less: unpresented cheques | | |
| 100329 | | (1.28) |
| 100371 | | (5.46) |
| 100401 | | (24) |
| Add: unbanked cash | | 0 |
| Total: | | 22,717.22 |

20/0716 Exclusion of the Press and Public

To exclude members of the press and public 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.

21/0716 Review Staff Overtime

Resolved:

To make an overtime payment to the Clerk and to increase contracted hours to 32 hours per month.

22/0716 Minor Items and Items for Next Agenda

Cllr Gregson to report back on dates and times for the Christmas lights so that the suppliers may programme required visits and note settings.

23/0716 Next Meeting

Agreed that the next Parish Council meeting to take place on 11th August 2016 at 7.15pm in Harden Memorial Hall.

The Chair closed the meeting at 10.05pm.