

**MINUTES OF THE MONTHLY MEETING OF HARDEN PARISH COUNCIL
HELD ON 9th MARCH 2017 AT 7.15PM IN HARDEN MEMORIAL HALL**

Present: Cllr Laking (Chair)
Cllr Gerald Jennings
Cllr Bonham
Cllr Julia Gregson
Cllr Kirkham
Cllr Gina Thompson
Ken Eastwood (Clerk)

In attendance: Ward Cllr Simon Cooke

1/0309 Apologies

None received.

2/0309 Disclosures of Interest

None declared.

3/0309 Minutes of Meetings

- a) The minutes of the Parish Council meeting held on 9th February, 2017 were proposed as a correct record by Cllr Gregson and signed by the Chair.
- b) The February Outstanding Issues Report was duly noted. Cllr's Laking and Gregson to meet to discuss installation of the park picnic benches. Cllr Gregson to obtain a quotation for installation.

4/0309 Planning Applications

- a) 17/00876/HOU - Rear single storey extension to existing dwelling at 230 Harden Road, Harden
- b) 16/00062/FUL - New purpose built agricultural store at Cliff Farm, Keighley Road, Harden – Approved.

Resolved:

That the Parish Council has no **objection** to application 17/00876/HOU. That the Bradford MDC approval decision with regard to 16/00062/FUL is noted.

5/0309 Public Representation

No members of the public present.

6/0309 Exchange of Information

No items raised.

Signed:

13th April, 2017

7/0309 Memorial Hall

Members discussed the potential for a community asset transfer to the Parish Council and received feedback from a recent meeting with stakeholders.

Cllr Laking stated that Nigel Gillatt (Bradford MDC) was looking into whether users of the hall may have some rights of tenure and will also be discussing arrangements with the school.

Stakeholders have concluded that there is insufficient spare space in the hall to attract additional usage and rental income. Sarah Moss, a Voluntary Support Worker, has been contacted and is arranging a meeting on Tuesday 14th March to discuss possible fund raising options for a new build project in the school grounds.

Cllr Cooke outlined the project at Cullingworth to create a new village hall and community centre and gave an indication of the costs involved.

The option of using a Portacabin at the school site was discussed. Members agreed that providing support to user groups was important.

Cllr Cooke talked about the advantages of a Community Asset Transfer being to a charitable Trust, rather than a Parish Council.

Members discussed various options including the sale of the facilities to raise capital to invest in alternative provision and the creation of rental income opportunities.

Cllr Kirkham observed that the Parish Council already has some information about community needs in the Parish Plan Survey and there is a link to the Neighbourhood Development Plan.

The Clerk mentioned a request from Denholme Town Council for a meeting of those organisations affected by the community hall proposals.

Resolved:

The Clerk to prepare and circulate a summary of the current understanding with regard to the Memorial Hall, including operating costs. Cllr Cooke to investigate capital funding availability and to look into arrangements for allocating the £100k fund set aside by Bradford MDC to facilitate development of community asset transfers. Cllr Laking to attend the meeting with Sarah Moss and stakeholders and to report back at the next meeting. The Clerk to confirm that Harden Parish Council would wish to attend a meeting organised by Denholme Town Council.

8/0309 Collaboration with Village Societies & Organisations

Members discussed community engagement proposals put forward by Paul Barrett, Development Manager from the Kirkgate Centre.

Resolved:

The Clerk to ask Paul Barrett to include the Memorial Hall in the consultation work and to confirm that the public event will be held on 1st April, at 10am to 1 pm. Cllr's Gregson, Bonham and Thompson to make arrangements for tea, coffee and biscuits.

9/0309 Medical Prescriptions

Cllr Laking described an issue with repeat prescriptions and the pharmacy and medical practice. Cllr Kirkham mentioned that changes in arrangements were made without consultation or advance notice.

Resolved:

The Clerk to write to the CCG raising concerns about the changes made and the lack of consultation and advance notice.

10/0309 Horticulture

Members reviewed quotations received for preparation and planting and noted that Bradford Works are continuing with maintenance until the end of March 2017.

Resolved:

That the contract for horticulture be awarded to Helen Taylor subject to bulb purchase and planting being deferred. Barrier basket provision and planting to be discussed at the next meeting.

11/0309 Police Liaison

Cllr Jennings reported back from attendance at the police Liaison meeting on 14th February.

Resolved:

That the next meeting be held in the Memorial Hall on 11th April. The Clerk to confirm arrangements with Wendy Fisher.

12/0309 Correspondence

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

- a) E-mail from YLCA re. section 137 funding. Noted.
- b) Letter from Clarke Telecom re. proposed base station. Noted.
- c) E-mail from Bradford MDC re. planning and copyright. The Clerk to reply and accept the conditions.
- d) E-mails from Paul Barrett re. community engagement and public meeting. Noted.
- e) E-mail from Denholme Town Council re. meeting. The Clerk to respond and confirm that Harden Parish Council would wish to attend the meeting.

13/0309 Financial Matters

Resolved:

- a) To authorise the addition of Cllr Jennings and removal of Alan Sykes to/from the Parish Council accounts with Barclays.
- b) To renew payroll arrangements with Bradford MDC for 2017/18 and to authorise expenditure of £240.
- c) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Broxap Limited	100469	£303.60	Mini picnic table
Ken Eastwood	100470	£24.05	Polldaddy subscription
Bradford MDC	100471	£384.23	Salary payment
Cllr Jennings	100472	£38	Key cutting
Ken Eastwood	100473	£12.68	Stamps
J&J Learmonth	100474	£708	Picnic table
Ken Eastwood	100475	£9	Mileage

- d) To note the following trial balances: -

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Item	Budget 2016/17	Expenditure to date (net)	Budget Remaining	Forecast Outturn
Clerk's salary and related expenses	4,600	5,247.18	-647.18	-1,051.41
Subscriptions	500	772.00	-272.00	-237.00
Insurance	500	469.26	30.74	30.74
Audits	200	183.50	16.50	16.50
Newsletter	650	497.50	152.50	152.50
Website	300	310.00	-10.00	-36.00
Parish Plan	1,000	186.64	813.36	813.36
Training	400	175.00	225.00	225.00
Repairs	300	16.67	283.33	283.33
Stationery/telephone	200	220.38	-20.38	-188.68
PC equipment	600	619.58	-19.58	-19.58
Small grants	1,000	500.00	500.00	500.00
War memorial	1,000	0	1,000.00	1,000.00
Horticulture	2,500	1,931.00	569.00	129.00
Christmas event	200	172.45	27.55	27.55
Playground cleaning	200	0	200.00	150.00
S137	0	82.57	-82.57	-82.57
Other*	0	4,739.82	-4,739.82	-5,561.42
	14,150	16,123.55	5,491.02	-3,848.68

* Forecast includes Christmas lights (£2,501), WI bench (50% being £388 plus £160 installation), picnic benches (£493 net of Community Chest contribution) and Defibrillator equipment (£1,720.50).

c) To note the following bank reconciliation: -

Cashbook Balances		
Balance 1 April 2016	17,253.71	
Add: income to date	15,877.52	
Less: expenditure to date	(17,497.61) (incl. VAT)	
Total:		15,633.62

Bank account balances, 1 February 2017		
Community Account	5,467.19	
Business Account	10,166.43	
Total:		15,633.62

14/0309 Minor Items and Items for Next Agenda

- a) Cllr Kirkham stated that the planned playground cleaning appeared not to have been undertaken. The Clerk to follow up with Bradford MDC.
- b) The Clerk reminded members to obtain VAT receipts, if possible, when incurring reclaimable Parish Council expenditure.

15/0309 Next Meeting

Agreed that the next Parish Council meeting to take place on 13th April 2017 at 7.15pm in Harden Memorial Hall. The Staffing Committee will meet in advance, at 18:30.

The Chair closed the meeting at 21:16