

**MINUTES OF THE MONTHLY MEETING OF HARDEN PARISH COUNCIL
HELD ON 13th APRIL 2017 AT 7.15PM IN HARDEN MEMORIAL HALL**

Present: Cllr Pam Laking (Chair)
Cllr Gerald Jennings
Cllr Gerwyn Bryan
Cllr Julia Gregson
Cllr Kay Kirkham
Ken Eastwood (Clerk)

In attendance: 5 members of public

1/0413 Apologies

Cllr Diane Bonham – family reasons
Cllr Gina Thompson – family reasons

2/0413 Disclosures of Interest

None declared.

3/0413 Minutes of Meetings

- a) The minutes of the Parish Council meeting held on 9th March, 2017 were proposed as a correct record by Cllr Gregson and signed by the Chair.
- b) The March Outstanding Issues Report was duly noted. It was agreed that Cllr Laking would follow up outstanding Highways issues with Simon D'Vali. Cllr Bryan asked the Clerk to circulate background information about Neighbourhood Planning.

4/0413 Planning Applications

- a) 17/00880/HOU - Removal of garage and conservatory to be replaced with sun lounge and utility at 11 Ferrands Close, Harden.

Resolved:

That the Parish Council has **no objection** to the application.

17/01340/HOU - Single storey rear extension, first floor extension into roof space and new roof and alterations and extension to existing garage at Wayside, Wilsden Road, Harden.

Resolved:

That the Parish Council has **no objection** to the application.

17/01763/LBC - Exterior alterations including replacement of exterior doors, replacement of rooflights, glazing of cart entrance, installation of gas meters, installation of boiler flues, installation of mechanical extraction vents and regularisation of discrepancies between existing drawings and proposal

Signed:

11th May, 2017

approved in 1994 (ref. 94/00861/LBC) at The Cottage, 1 to 6 St Ives Estate, Keighley Road, Harden.

Resolved:

That Harden Parish Council welcomes proposals to bring the listed cottages back into occupation but considers the application to inadequately address the issues of this valuable group of listed cottages, located in such a sensitive setting. The Parish Council believes that a comprehensive application that deals with the cottages internally, externally and in their historic setting, whilst also addressing unsympathetic alterations and adjacent derelict structures, and including a full conservation impact assessment, would provide a better solution. The Parish Council therefore **objects** to the application.

To invite the applicant to a future Parish Council meeting to discuss conservation and development.

- b) 17/00218/LBC - New external door and two conservation-style roof lights to rear elevation, new basement extension with light well to front elevation, replace existing defective staircase and extend into roofspace to make additional bedroom at 2 Cuckoo Nest, Harden Road, Harden – Refused.

Resolved:

To **note** the decision.

5/0413 Public Representation

Members of the public in attendance raised the following matters: -

The use of Narrow Lane as a short cut and the presentation of a petition to the Shipley Area Committee in November. Residents stated the committee had concluded that the road should be closed and had quoted a cost of £11,000. Cllr Gregson declared an interest as a resident of Harbeck Drive. Cllr Kirkham stated the Parish Council could try and establish where this proposal sits on the list of traffic management schemes. Residents were also advised to raise the matter with ward members.

Residents asked if the Parish Council would be able to help with allotment provision in Harden. It was agreed the Clerk would send further information to residents via E-mail.

A resident spoke about parking issues on Ferrands Park Way, suggesting the school could write to parents. Cllr Laking confirmed this had previously been raised at a Police Liaison meeting and parking issues at all primary schools in Bingley rural were being looked at and enforcement action taken.

A problem with teenagers driving in the park during the evening was raised. The resident was advised to report to the Police via the 101 number. Cllr Laking agreed to also raise the matter at the next Police Liaison meeting.

Signed:

11th May, 2017

6/0413 Exchange of Information

No items raised.

7/0413 Memorial Hall

Cllr Laking fed back from recent stakeholder meetings and members discussed options and possible ways forward.

Resolved:

To organise a separate meeting for Parish Council members to consider detailed feedback from the recent public engagement event and to develop an action plan. The meeting to be held in Harden Memorial Hall on Monday 8th May at 19:00.

8/0413 Collaboration with Village Societies & Organisations

Resolved:

To defer for consideration on 8th May.

9/0413 Parish Plan Survey

Resolved:

The Clerk to prepare an analysis of the completed surveys for consideration on 11th May.

10/0413 Horticulture

Members received an update on progress with the new raised bed and memorial planting schemes.

Resolved:

To note that the planting schemes may not progress until June and not to undertake any interim works.

11/0413 Bradford MDC & Local Council Liaison Meeting

Cllr Kirkham discussed attendance at the Bradford MDC and Local Council Liaison Meeting held on 29th March, highlighting emergency planning and the previous decision by the Parish Council not to progress a local plan.

Resolved:

To note the report prepared by Cllr Kirkham. Cllr Kirkham to attend future meetings, where possible. The Clerk to obtain and circulate a copy of the Winter Maintenance presentation. Members to identify location of existing grit boxes and other areas where they may be useful.

12/0413 Police Liaison

Cllr Laking reported back from attendance at the police Liaison meeting on 10th April. It was noted that PC Jonathan Luxton is moving away from the area. There have been issues with residents placing large stones along the verges of Sunny Mount to prevent people parking cars there, particularly at school times.

Resolved:

To note the report prepared by Cllr Laking.

13/0413 SCAPAG Meeting

Cllr Laking reported back from attendance at the Shipley Constituency Area Partners' Advisory Group (SCAPAG) held on 29th March. It was noted that Bradford MDC are to employ a private company to enforce litter offences and dog fouling. They will be able to issue on the spot fines of £80.

Resolved:

To note the report prepared by Cllr Laking and to encourage enforcement activity in Harden with regard to dog fouling.

14/0413 Tittle Tattle

Content for the next edition of the Tittle Tattle newsletter was discussed.

Resolved:

The Clerk to draft a short article on the Annual Parish meeting, the Parish Council's 10 year anniversary and the War Memorial and planting.

15/0413 Correspondence

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

- a) E-mail from Ian Scott re. internal audit. Noted.
- b) E-mail from YLCA re. training course on planning. Noted.
- c) E-mail from YLCA re. transparency Fund. Noted.
- d) E-mail from YLCA re. Digital Councils event. Noted.

16/0413 Financial Matters

Resolved:

- a) To authorise appointment of Ian Scott as Harden Parish Council's internal auditor for the 2016/17 accounts and annual returns. To approve costs of £56.75 including travel and mileage.
- b) To authorise expenditure of £200 for installation of the park picnic benches (quotation provided by Andrew Gregson, 2nd April 2017).
- c) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Bradford Works	100476	£528	Winter maintenance
Ken Eastwood	100477	£24.05	Polldaddy subscription

Signed:

11th May, 2017

YLCA	100478	£529	YLCA membership
Vision ICT	100479	£72	Email accounts (.gov.uk)
SLCC	100480	£103	SLCC & ALCC Membership
Bradford MDC	100481	£384.23	Salary payment
Ken Eastwood	100482	£1.60	Stamps
Ken Eastwood	100483	£15.75	Kasperski anti-virus subscription
Andrew Gregson	100484	£160	Glenn View bench installation
Gina Thompson	100485	£19.39	Refreshments (1 st April event)
Ken Eastwood	100486	£46.74	Files x 9 (Staples)
Ken Eastwood	100487	£4.50	Mileage

d) To note the following trial balances: -

HARDEN PARISH COUNCIL – 31 March 2017			
Item	Budget 2016/17	Expenditure 2016/17 (net)	Final Position
Clerk's salary and related expenses	4,600	5,640	-1,040
Subscriptions	500	772	-272
Insurance	500	469	31
Audits	200	184	17
Newsletter	650	498	153
Website	300	310	-10
Parish Plan	1,000	211	789
Training	400	175	225
Repairs	300	17	283
Stationery/telephone	200	233	-33
PC equipment	600	620	-20
Small grants	1,000	500	500
War memorial	1,000	0	1,000
Horticulture	2,500	1,931	569
Christmas event	200	172	28
Playground cleaning	200	0	200
S137	0	83	-83
Other	0	5,621	-5,621
	14,150	17,435	-3,285

e) 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	(18,977.17) (incl. VAT)	
Total:		14,154.06

Bank account balances, 1 April 2017

Community Account	3,987.63	
Business Account	10,166.43	
Total:		14,154.06

Signed:

11th May, 2017

17/0413 Minor Items and Items for Next Agenda

No items raised.

18/0413 Next Meeting

Agreed that the Annual Parish Meeting will be held at 6.45pm on 11th May, 2017 and the next Parish Council meeting will be held on the same date, commencing at 7.15pm in Harden Memorial Hall.

The Chair closed the meeting at 21:08