

**MINUTES OF THE ANNUAL MEETING OF HARDEN PARISH COUNCIL  
HELD ON 11<sup>th</sup> MAY 2017 AT 7.15PM IN HARDEN MEMORIAL HALL**

**Present:** Cllr Gerald Jennings (Chair)  
Cllr Gerwyn Bryan  
Cllr Diane Bonham  
Cllr Julia Gregson  
Cllr Kay Kirkham  
Cllr Gina Thompson  
Ken Eastwood (Clerk)

**In attendance:** 3 members of the public  
Cllr Peter Allison (Wilsden Parish Council)

**1/0517 Election of Chair and Vice-Chair**

It was proposed that Cllr Jennings be elected as Chair for 2017/18 by Cllr Thompson, voted nem. con.

It was proposed that Cllr Bryan be elected as Vice Chair for 2017/18 by Cllr Bonham, voted nem.con.

Members noted the resignation of Pam Laking and asked the Clerk to write on behalf of the Council, thanking the former Councillor and Chair for her contribution to Harden and the work of the Parish Council.

**2/0517 Apologies for Absence**

None received.

**3/0517 Disclosures of Interest**

None declared.

**4/0517 Minutes of Meetings**

- a) The minutes of the Parish Council meeting held on 13<sup>th</sup> April, 2017 were proposed as a correct record by Cllr Gregson and signed by the Chair.
- b) The April Outstanding Issues Report was duly noted. Bradford Council's response to the Highways issues was noted. Cllr Gregson confirmed the park benches had been installed and agreed to circulate photographs. The Clerk to post an update to the website.

**5/0517 Planning Applications**

**Resolved:**

To note the following decision: -

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

(Planning applications can be viewed via Bradford Council's online system

<http://www.planning4bradford.com/online-applications>).

Signed:

8<sup>th</sup> June, 2017

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### **6/0517 Guest Speaker**

Members welcomed Cllr Peter Allison from Wilsden Parish Council who gave a presentation on Neighbourhood Planning.

#### **Resolved:**

To thank Cllr Allison for his presentation and to include Neighbourhood Planning as an agenda item for further discussion at June's meeting. The Clerk to circulate a copy of the presentation given along with links and reports previously provided.

### **7/0517 Public Representation**

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

An issue re. parking charges in St Ives and the car park opposite the Golf Club, which is leased from Bradford MDC. A resident had been in contact with the Principal Council's Solicitor and other officers trying to establish if there was a restrictive covenant in place that could prevent the imposition of charges. It was agreed that related correspondence would be forwarded to the Clerk who would investigate further.

An issue with speed bumps on Long Lane causing noise and vibration nuisance. The type of speed bump (a speed table) outside the resident's property exacerbated the problem, particularly with commercial vehicles and HGV's. Members explained that Highway schemes were considered by the Shipley Area Committee and advised the residents to contact their Ward Members and/or to attend the 'Neighbourhood Drop In' on Thursday 25<sup>th</sup> May, 6.30pm to 8pm, at Harden Memorial Hall.

### **8/0517 Exchange of Information**

Cllr Gregson asked about the pod behind the Golden Fleece Inn. Cllr Kirkham agreed to enquire on enforcement progress with Bradford MDC.

A complaint received from a resident about a peacock causing noise and nuisance was discussed. It was agreed the Clerk would write to the alleged keeper.

### **9/0517 Parish Plan Survey**

The Clerk provided a copy of the Parish Plan Survey results to Cllr Kirkham.

#### **Resolved:**

The Clerk to circulate an electronic copy of the results and Cllr Kirkham to review the responses and advise further on next steps.

### **10/0517 Horticulture**

Cllr Jennings gave an update on work earlier in the day to clear the raised beds in advance of planting on Tuesday 16<sup>th</sup> May. Members considered arrangements for the removed plants and for the application of *Strulch* mineralised straw. A quotation for weekly maintenance was discussed and arrangements for watering were considered. Cllr Gregson asked about arrangements for the barrier baskets.

**Resolved:**

That Cllr Jennings donates £50 to the Parish Council and Cllr Gregson similarly donates £25, as payment for plants and bulbs removed. To not authorise additional expenditure of £221 for the addition of *Strulch* mineralised straw. To not proceed with the maintenance quotation received and to revisit arrangements when the planting is completed and the maintenance booklet received. The Clerk to contact the Churches about the possibility of assistance with watering. Cllrs Gregson and Thompson to progress planting of the barrier baskets.

**11/0517 Website**

The Clerk gave an update on progress with the new Parish Council website. The design and development phases are nearing completion and the contractor is beginning to add content. Arrangements for review and co-ordination of feedback and for future training were discussed. It was noted that the resolution of the existing logo was poor.

**Resolved:**

Cllr Bryan to act as lead contact with Digital Nomads and co-ordinate feedback. Cllr Kirkham to contact a former Clerk with regard to the original logo. The training workshop will be organised in July, with Cllr's Jennings, Bryan and Kirkham expressing interest in attendance.

**12/0517 Exclusion of Press & Public****Resolved:**

That members of the press and public be excluded from item 13 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)) during consideration of an item of a confidential nature.

The Clerk left the meeting.

**13/0517 Staffing**

Members of the Staffing Committee presented a report following the Clerk's annual appraisal and grading review. Recommendations arising were discussed.

**Resolved:**

To authorise a change of grade to spinal column point 26 on the National Joint Council for Local Government Services pay scales, with effect from 1<sup>st</sup> February 2017.

The Clerk re-joined the meeting.

**14/0517 Correspondence****Resolved:**

- a) E-mail from Bradford CCG re. ordering of repeat prescriptions. Noted.
- b) E-mail from YLCA re. Good Councillors Guide. Noted.
- c) E-mail from Kathryn Jones re. hosting of Local Councils liaison meetings. To volunteer to host the March 2018 meeting.

Signed:

8<sup>th</sup> June, 2017

**15/0517 Financial Matters**

**Resolved:**

a) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Kay Kirkham	100488	£8.85	Travel
Ken Eastwood	100489	£23.79	Polldaddy subscription
Bradford MDC	100490	£387.62	Salary payment
Bradford MDC	100491	£240	Annual payroll service charge
Ken Eastwood	100492	£14.85	Mileage
Ken Eastwood	100493	£4	Printer paper
Andrew Gregson	100494	£200	Park bench installation

b) To note the following balances: -

<b>HARDEN PARISH COUNCIL April 2017</b>					
Item	Budget 2017/18	Expenditure to date	Budget Remaining	Forecast Shortfall (-) / Surplus (+)	Notes
Salary & related expenses	5,000	389	4,611	0	
Subscriptions	750	632	118	0	
Insurance	500	0	500	0	
Audits	200	0	200	0	
Newsletter	600	0	600	0	
Website	1,200	60	1,140	0	
Parish Plan	1,000	24	976	0	
Neighbourhood Planning	2,500	0	2,500	0	
Training	100	0	100	0	
Repairs	100	0	100	0	
Stationery/telephone	300	41	259	0	
PC equipment	0	13	-13	-13	
Small grants	500	0	500	0	
Horticulture	3,000	440	2,560	-1,109	1
Christmas event	200	0	200	0	
Playground cleaning	200	0	200	0	
Room hire	250	0	250	0	
Projects & Assets	1,775	160	1,615	-992	2
S137	100	19	81	0	
Other	250	0	250	0	
	<b>18,525</b>	<b>1,778</b>	<b>16,747</b>	<b>-2,114</b>	

**Notes to Budget**

1. Accounts for planting & *Strulch*. Does not include maintenance or bulb planting.
2. War Memorial project has slipped across financial years.

Signed:

8<sup>th</sup> June, 2017

c) To note the following bank reconciliation: -

Cashbook Balances		
Balance 1 April 2017	14,154.06	
Add: income to date	16,585.00	
Add: unpresented cheques	103	
Less: expenditure to date	(1,888.26) (incl. VAT)	
Total:		<b>28,953.80</b>
Bank account balances, 1 May 2017		
Community Account	18,787.37	
Business Account	10,166.43	
Total:		<b>28,953.80</b>

**16/0517      Minor Items and Items for Next Agenda**

None raised.

**17/057      Next Meeting**

Agreed that the next Parish Council meeting to take place on 8<sup>th</sup> June 2017 at 7.15pm in Harden Memorial Hall.

The Chair closed the meeting at 9.17pm.