

**MINUTES OF THE MONTHLY MEETING OF HARDEN PARISH COUNCIL
HELD ON 8th JUNE 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)

1/0617 Apologies for Absence

None received.

2/0617 Disclosures of Interest

None declared.

3/0617 Minutes of Meetings

- a) The minutes of the Parish Council meeting held on 11th May, 2017 were proposed as a correct record by Cllr Bryan and signed by the Chair.
- b) The May Outstanding Issues Report was duly noted. Cllr Gregson commented on the public engagement event and it was agreed that the final report should be made widely available. Cllr Gregson confirmed she had arranged a meeting with a supplier to discuss the proposed Monkey Bars in the park playground.

4/0617 Planning Matters

Resolved:

To note the following decision: -

94/00861/LBC – Various works at The Cottage, 1 to 6 St Ives Estate, Keighley Road, Harden: Permission Granted.

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

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

5/0617 Public Representation

No members of the public in attendance.

6/0617 Exchange of Information

Cllr Jennings had met with Pam Laking and discussed various issues.

7/0617 Internal Audit

Resolved:

To note the 2016/17 internal audit report.

Signed:

13th July, 2017

8/0617 Internal Control

Resolved:

To note existing internal controls and approve the Annual Governance Statement.

9/0617 Annual Return

Resolved:

To approve the Accounting Statements and sign the 2016/17 annual return.

10/0617 Annual Resolutions

Resolved:

To renew authorisation for Cllr Kirkham to inspect any land and/or premises which the council has a right or duty to inspect, as lead Councillor for planning issues.

11/0617 SCAPAG

Resolved:

To give apologies for the June Shipley Constituency Area Partners Advisory Group meeting and request copies of meeting minutes. The Council to further consider attendance and representation in due course.

12/0617 Neighbourhood Planning

Resolved:

To propose the neighbourhood area to the local planning authority for designation. To establish community support for progressing a Neighbourhood Development Plan by contacting attendees at past engagement and consultation events when the Have Your Say consultation report is finalised.

13/0617 Councillor Vacancy

Resolved:

To note that the Notice of Vacancy is to be displayed until 26th June 2017, after which, if not petitioned to hold an election, the Council may co-opt to the vacancy.

14/0617 Memorial Hall

Members discussed plans for pre-school to use an additional room in the hall and Cllr Thompson announced that the recent OFSTED inspection had resulted in an outstanding rating.

Cllrs Jennings and Bryan proposed to meet with Bradford Council to discuss asset transfers.

Resolved:

That Cllr Thompson congratulates pre-school on their OFSTED inspection. That support be given to Cllrs Jennings and Bryan to meet with Bradford Council and report back on discussions.

15/0617 Horticulture

The Clerk provided an update on planting arrangements and attempts to arrange for watering and maintenance. A volunteer had offered to water the memorial planting when completed. Members queried whether the Garden Centres should be approached as they may have staff interested in additional work. Sponsorship of the raised beds and planting the barrier baskets was discussed.

Resolved:

To note that the War Memorial should be planted on the 27th June. The Clerk to arrange a monthly donation of £20 to St Saviour's Church for water usage. Cllr Jennings to approach Woodbank Nursery and the Clerk to approach Stephen Smith's re. possible assistance with watering and maintenance. The Clerk to investigate costs for sponsorship signage and to prepare a prospectus for approval at the next meeting. Cllrs Gregson, Bonham and Jennings to progress planting of the barrier baskets.

16/0617 War Memorial

The Clerk gave an update on progress with the renovation works.

Resolved:

To confirm the planned planting date with the contractors undertaking the renovation works.

17/0617 Correspondence**Resolved:**

- a) Letter from Bradford CCG re: prescriptions. Noted.
- b) E-mail from resident re. noise and nuisance from peacock. Noted. The Clerk to respond and advise.
- c) E-mail from YLCA re. fields in trust. Noted. The Clerk to investigate further and report back.
- d) E-mail from Bradford MDC re. car park at St Ives. Noted. No further action to be taken by the Parish Council.
- e) E-mail from Bradford MDC re. hosting liaison meeting. Noted.
- f) E-mail from YLCA re. NALC briefing. Noted.
- g) E-mail from Bradford MDC re. SCAPAG meetings. Noted.

18/0617 Financial Matters**Resolved:**

- a) To authorise the following payments: -

Signed:

13th July, 2017

Payee	Cheque No.	Amount	Description
Ken Eastwood	100495	£14.52	Stamps
		£27	Mileage
		£23.08	PollDaddy subscription
		£64.60	
Helen Taylor Plants & Planting Limited	100496	£2,038	Planting (raised beds)
Ian Scott	100497	£76.75	Internal audit charge
BMDC	100498	£542.99	Salary payment
Digital Nomads Limited	100499	£1,458	Website development
SLCC	100500	£10	ILCM membership
Dave McArthur	100501	£145	Defibrillator installation

b) To note the following balances: -

HARDEN PARISH COUNCIL					
May 2017					
Item	Budget 2017/18	Expenditure to date	Budget Remaining	Forecast Shortfall (-) / Surplus (+)	Notes
Staff Costs	4,900	772	4,128	-832	1
Travel	100	28	72	-75	
Subscriptions	750	832	-82	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	48	952	0	
Neighbourhood Planning	2,500	0	2,500	0	
Training	100	0	100	0	
Repairs	100	0	100	0	
Stationery/telephone	300	45	255	0	
PC equipment	0	13	-13	-13	
Small grants	500	0	500	0	
Horticulture	3,000	440	2,560	-900	2
Christmas event	200	0	200	0	
Playground cleaning	200	0	200	0	
Room hire	250	0	250	0	
Projects & Assets	1,775	360	1,415	-992	3
\$137	100	19	81	0	
Other	250	0	250	0	
	18,525	2,617	15,908	-2,812	

Notes to Budget

1. Includes national pay award and salary increase.
2. Accounts for planting. Does not include maintenance.

Signed:

13th July, 2017

3. War Memorial project slipped across financial years.

d) To note the following bank reconciliation: -

Cashbook Balances

Balance 1 April 2017	14,154.06	
Add: income to date	16,585.00	
Less: expenditure to date	(2,767.57) (incl. VAT)	
Total:		27,971.49

Bank account balances, 1 June 2017

Community Account	17,805.06	
Business Account	10,166.43	
Less: unpresented cheques	0	
Add: unbanked cash	0	
Total:		27,971.49

19/0617 Minor Items and Items for Next Agenda

Attendance at Neighbourhoods & Police Liaison Meeting on 12th June was discussed and Cllr Bryan volunteered to attend. Members briefly reviewed progress with the new website. Cllr Jennings suggested an application should be made to the Community Chest once cost of the Monkey Bars was known.

20/0617 Next Meeting

Agreed that the next Parish Council meeting to take place on 13th July 2017 at 7.15pm in Harden Memorial Hall.

The Chair closed the meeting at 8.51pm.