

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

Present: Cllr Gerwyn Bryan (Chair)
Cllr Diane Bonham
Cllr Julia Gregson
Cllr Kay Kirkham
Cllr Gina Thompson
Ken Eastwood (Clerk)
1 Member of the public

1/0717 Apologies for Absence

Cllr Gerald Jennings (joined meeting part way through).

2/0717 Disclosures of Interest

None declared.

3/0717 Minutes of Meetings

- a) The minutes of the Parish Council meeting held on 8th June, 2017 were proposed as a correct record by Cllr Gregson and signed by the Chair.
- b) The June Outstanding Issues Report was duly noted. Cllr Gregson commented that the meeting about play equipment had been cancelled and the action would roll forward. The Clerk requested further feedback on the draft website and for Members to indicate when the site could be made live.

4/0717 Planning Matters

- a) 17/03268/HOU - Retrospective application for replacement shed/playroom at 8 Millbeck Drive, Harden BD16 1TF

17/03320/LBC - Fitting exterior lettering to the front of the building at Harden Congregational Church, Spring Row, Harden BD16 1JP

17/03327/FUL - Change of use from nursing home/residential care home, staff and resident accommodation to 6 unrestricted dwelling houses (use class C3) and landscaping works, 1-6 St Ives Estate, Harden BD16 1AT

Resolved:

That the Parish Council has no objection to applications 17/03268/HOU or 17/03327/FUL.

That the Parish Council raises an objection to 17/03320/LBC on the grounds that perplex lettering will not be in keeping with the classical frontage of this listed building.

Signed:

10th August, 2017

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That the Parish Council would wish to see the St Ives applicant undertake wider village consultation. The Clerk to raise this matter with the Planning Officer.

- b) 14/00101/ENFUNA – Enforcement Notice re. unauthorised development at Golden Fleece, 38 Long Lane, Harden BD16 1HP

Resolved:

That the Parish Council raises concerns about the time taken to resolve this issue. The Clerk to write to the Assistant Director of Planning & Transportation requesting the use of enforcement powers.

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

5/0717 Public Representation

The member of the public present presented a series of letters from 12 residents petitioning for the provision of allotments in Harden. Members acknowledged receipt of the letters and agreed to respond to the resident in due course.

The member of the public present asked about progress with a previous query concerning the introduction of car parking charges at St Ives and the use of the Golf Club car park. The Clerk responded explaining that enquiries had been made with Bradford Council's Estates Department and with the City Solicitor. The Parish Council had been advised that discussions were ongoing between the parties and that as these were of a confidential nature no further detail would be disclosed.

6/0717 Exchange of Information

It was noted that a local resident has started litter picking at various locations within the village. Equipment including high visibility clothing has been supplied by Shipley Area Office. The Clerk to make enquiries with regard to advice given on basic health and safety precautions. All members wished to support the volunteering activity, which is making a welcome visual improvement to Harden.

7/0717 Councillor Vacancy

Resolved:

To note that no expressions of interest had been received. The Clerk to re-advertise the vacancy on the website, social media and village noticeboard and to email the Parish Council's online subscribers and other local contacts.

8/0717 Neighbourhood Planning

Resolved:

To note progress with Harden Parish Council's application for designation of a neighbourhood area. Bradford MDC's consultation on the designated area will conclude on 7th August.

Signed:

10th August, 2017

9/0717 Memorial Hall

It was noted that the planned meeting with Bradford MDC's Assistant Director (Estates & Property Services) had been postponed. Cllrs Jennings and Bryan to meet with the Council on 20th July. Correspondence from the Pre-School had been received with regard to the proposed registration of an asset of community value.

Resolved:

To await feedback from the planned meeting with Bradford MDC before considering further action. The Clerk to contact Pre-School summarising the Parish Council's position and clarifying whether their proposed application is to register an asset of community value or to initiate an asset transfer.

10/0717 Horticulture

It was noted that the arrangements for maintenance and watering were working well. Members reviewed a draft agreement for services and draft flower bed sponsorship proposals. Bulb planting arrangements were also considered.

Resolved:

To authorise monthly costs of £50 for maintenance and watering and to keep costs under review, authorising minor increases if additional weeding is required.

To approve the draft services agreement and to ask the Clerk to forward to Matthew Maddison for comment and signing. The Clerk to also progress discussions re. bulb planting and bring proposals to a future meeting.

To approve the flower bed sponsorship proposals and authorise the Clerk to contact businesses both in Harden and neighbouring towns and villages. Councillor Bryan to assist with collation of a suitable contact list.

11/0717 War Memorial

Resolved:

To note completion of the renovation and planting works, with the exception of the re-lettering which Bradford MDC are arranging imminently. To approve the design of a brass plaque and authorise purchase and expenditure of up to £120.

12/0717 Small Grants

Small grants applications had been received from Harden Children's Gala Society, with regard to Harden Gala traffic management costs and from Goit Stock Dippers community action group, with regard to signage indicating location of new dog waste bins (applications previously circulated).

Members discussed payment of a grant to the Gala Society given their financial reserves. Arrangements for emptying the dog waste bins at Goit Stock were queried and Members discussed whether signage would be more effective advising dog walkers to take waste home.

Signed:

10th August, 2017

Resolved:

To approve the Harden Children's Gala Society application. The Clerk to mention to the Society that their aims state that any surplus profits, after making adequate provision for future requirements, should be used for the benefit of the village.

To conditionally approve the Goit Stock application, subject to further clarification on arrangements for emptying the dog waste bins and the appropriateness of the proposed signage.

13/0717 Correspondence**Resolved:**

- a) E-mail from Ward Officer re. Neighbourhood Services, Police & Parish Council Liaison meeting. Noted.
- b) E-mail from Bradford MDC Electoral Services re. Parish Council vacancy. Noted.
- c) E-mail from Bradford MDC re. Local Councils Liaison minutes. Noted. Cllr Kirkham has been added to the mailing list re. future meetings but is unable to attend September's meeting.
- d) E-mail from Bradford MDC re. Application for designation of a neighbourhood area. Noted.
- e) Follow-up E-mail from Bradford MDC re. Application for designation of a neighbourhood area. Noted.
- f) E-mail from YLCA re. Councillor training. Noted. The Clerk to clarify planned training dates.
- g) E-mail from Bradford MDC re. SCAPAG meetings. Noted.

14/0717 Financial Matters**Resolved:**

- a) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Ken Eastwood	100502	£23.37	PollDaddy subscription
		£0.98	Postage
		£13.05	Mileage
		£37.40	
Aura Conservation Ltd	100503	£4,761.60	War Memorial renovation
Bradford MDC	100504	£690.29	Salary payment
Gina Thompson	100505	£59.99	Hosepipe
Matthew Maddison	100506	£75.00	Flower bed maintenance
Helen Taylor Plants & Planting Limited	100507	£2,368	Horticulture

- b) To note the following balances: -

HARDEN PARISH COUNCIL

June 2017

Item	Budget 2017/18	Expenditure to date (Net)	Budget Remaining	Forecast Shortfall (-) / Surplus (+)	Notes
Staff Costs	4,900	1,315	3,585	-832	1
Travel	100	55	45	0	
Subscriptions	750	842	-92	0	
Insurance	500	0	500	0	
Audits	200	77	123	0	
Newsletter	600	0	600	0	
Website	1,200	1,275	-75	0	
Parish Plan	1,000	71	929	0	
Neighbourhood Planning	2,500	0	2,500	0	
Training	100	0	100	0	
Repairs	100	0	100	0	
Stationery/telephone	300	59	241	0	
PC equipment	0	13	-13	-13	
Small grants	500	0	500	0	
Horticulture	3,000	2,478	522	-2,091	2
Christmas event	200	0	200	0	
Playground cleaning	200	0	200	0	
Room hire	250	0	250	0	
Projects & Assets	1,775	505	1,270	-992	3
S137	100	19	81	0	
Other	250	0	250	0	
	18,525	6,709	11,816	-3,297	

Notes to Budget

1. Includes national pay award and salary increase.
2. Forecast includes full planting costs, maintenance and water charges.
3. War Memorial project slipped across financial years.

c) To note the following bank reconciliation: -

Cashbook Balances

Balance 1 April 2017	14,154.06	
Add: income to date	16,635.00	
Less: expenditure to date	(7,102.91) (incl. VAT)	
Total:		23,686.15

Bank account balances, 1 June 2017

Community Account	13,519.72	
Business Account	10,166.43	
Less: unpresented cheques	0	
Add: unbanked cash	0	
Total:		23,686.15

Signed:

10th August, 2017

- d) To note receipt of a cheque for £25 from Cllr Gregson by way of donation towards a plant removed from the raised beds prior to re-planting.

15/0717 Minor Items and Items for Next Agenda

Cllr Kirkham observed that the dead cherry tree opposite Granic Mews had now been removed by Bradford MDC. The Clerk to discuss replacement with the Council.

26/0717 Next Meeting

Agreed that the next Parish Council meeting, programmed to take place on 10th August 2017 at 7.15pm in Harden Memorial Hall, will only be held if there are planning applications to be considered.

The Chair closed the meeting at 9.00pm.