

**MINUTES OF THE MONTHLY MEETING OF HARDEN PARISH COUNCIL
HELD ON 10th AUGUST 2017 AT 7.15PM IN HARDEN MEMORIAL HALL**

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

1/0817 Apologies for Absence

Cllr Diane Bonham – holiday.

2/0817 Disclosures of Interest

None declared.

3/0817 Minutes of Meetings

- a) The minutes of the Parish Council meeting held on 13th July, 2017 were proposed as a correct record by Cllr Gregson and signed by the Chair.
- b) The July Outstanding Issues Report was duly noted. The following points were discussed: -
- The new website to go live and the Clerk to propose some dates for training on an evening in September.
 - The final report from the community engagement event to be circulated to members. Participant details to be obtained from the Shipley Centre. The need to feedback to the community was noted.
 - Allotments will be added to the Outstanding Issues Report and included on the next agenda for further discussion.

4/0817 Planning Matters

- a) 17/04467/HOU - Single storey rear extension and alterations. Alterations and extension to existing garage at Wayside, Wilsden Road, Harden BD16 1JL.

17/04134/LBC & 17/04133/FUL – Change of use to create two residential apartments and exterior alterations. Listed building consent for exterior and interior alterations to facilitate change of use to two residential apartments at St Ives Mansion, St Ives Estate, Keighley Road, Harden BD16 1AT.

Resolved:

That the Parish Council has no objection to applications 17/04467/HOU, 17/04134/LBC or 17/04133/FUL.

Signed:

14th September, 2017

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

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 at 1-6 St Ives Estate, Harden BD16 1AT – approved.

Resolved:

To note the approvals granted.

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

5/0817 Public Representation

No members of the public present.

6/0817 Exchange of Information

Cllr Jennings fed back from attendance at a recent YLCA member training workshop, noting that attendance had been very useful and informative. It was suggested that other members may wish to consider attending future workshops. The Clerk to circulate details as received.

7/0817 Councillor Vacancy

Resolved:

To note that one expression of interest had been confirmed, with other potential interests remaining unclear. The Chair to write to two residents inviting confirmation of their interest and the item to be rolled forward to the next meeting.

8/0817 Memorial Hall

Cllrs Jennings, Bryan and Kirkham fed back from an earlier meeting with Harden Pre-School, who have submitted a community asset transfer application to Bradford MDC.

The group plan to instruct a professional to look at the layout of the building and how it could be used, including by other groups. The Parish Council raised the importance of consultation and dialogue, including with the wider community.

The Pre-School is expecting expansion to continue and asked for Harden Parish Council's support with the application.

Resolved:

To note that the Parish Council have some early reservations with regard to the application, particularly around the building remaining an asset available to the community of Harden. However, in principle, the Parish Council would want to support the continued success of the Pre-School.

Signed:

14th September, 2017

To suggest to Pre-School that a nominated Parish Councillor should act as a link between the two organisations.

Note: Cllr Bryan left the meeting at 8:13pm.

9/0817 Horticulture

Costs obtained for the supply of Autumn bulbs from six wholesale suppliers were considered.

Resolved:

To authorise the Clerk to progress an order with Parker Dutch Bulbs (Wholesale) Ltd, in line with the previously agreed specification and quantities.

To authorise related expenditure of up to £600. To consider arrangements for, and the cost of bulb planting at a future meeting.

10/0817 Correspondence

Resolved:

- a) E-mail from Haydn Cavanagh re. Small grant application. Noted. The Clerk to confirm the grant offer, payable after expenditure incurred.
- b) Letter from Colin Whitfield Bradford MDC re. work at St Ives. Noted.
- c) E-mail from Shipley Area Neighbourhood Forums Shipley Area Office re. Community Chest. Noted.
- d) E-mail from YLCA re. Reform of data Protection Legislation. Noted.
- e) E-mail from Peter Wilman Bradford MDC re. Cherry tree in Harden. Noted.
- f) E-mail from YLCA re. The Good Councillors Guide to Finance and Transparency. Noted.

11/0817 Financial Matters

Resolved:

- a) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Ken Eastwood	100509	£22.84	PollDaddy subscription
		£9.00	Mileage
		£31.84	
Bradford MDC	100510	£456.55	Salary payment
Matthew Maddison	100511	£50.00	Flower bed maintenance
Local Council Review	100512	£17.00	Subscription
Harden Children's Gala Society	100513	£250.00	Small grant
St Saviour's Church	100514	£100	Charge for water usage

b) To note the following balances: -

HARDEN PARISH COUNCIL					
July 2017					
Item	Budget 2017/18	Expenditure to date (Net)	Budget Remaining	Forecast Shortfall (-) / Surplus (+)	Notes
Staff Costs	4,900	2,005	2,895	-832	1
Travel	100	68	32		
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	94	906	0	
Neighbourhood Planning	2,500	0	2,500	0	
Training	100	0	100	0	
Repairs	100	0	100	0	
Stationery/telephone	300	60	240	0	
PC equipment	0	13	-13	-13	
Small grants	500	0	500	0	
Horticulture	3,000	4,921	-1,921	-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	4,533	-2,758	-992	3
S137	100	19	81	0	
Other	250	0	250	0	
	18,525	13,908	4,617	-3,928	

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	16,660.00	
Less: expenditure to date	(15,095.19) (incl. VAT)	
Total:		15,718.87

Bank account balances 1 August 2017

Community Account	5,552.44	
Business Account	10,166.43	
Less: unpresented cheques	0	
Add: unbanked cash	0	
Total:		15,718.87

Signed:

14th September, 2017

12/0817 Minor Items and Items for Next Agenda

To include the following items on the next agenda: -

- Budget and 2018/19 projects
- Allotments
- Remembrance Sunday and Christmas arrangements

13/0817 Next Meeting

Agreed that the next Parish Council meeting will take place on 14th September 2017 at 7.15pm in Harden Memorial Hall.

The Chair closed the meeting at 8.28pm.