

**MINUTES OF THE MONTHLY MEETING OF HARDEN PARISH COUNCIL
HELD ON 11th JANUARY 2018 AT 7.15PM IN HARDEN MEMORIAL HALL**

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

1/01/18 Apologies for Absence

None.

2/01/18 Disclosures of Interest

None.

3/01/18 Minutes of Meetings

- a) The minutes of the Parish Council meeting held on 14th December, 2017 were proposed as a correct record by Cllr Thompson and signed by the Chair.
- b) The Outstanding Issues report was duly noted. It was agreed that the draft Allotments project plan should be an agenda item at the next meeting.

4/01/18 Planning Matters

17/06961/HOU - Porch extension -12 Glen View, Harden BD16 1JE.

Resolved:

That Harden Parish Council has no objection to the application.

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

5/01/18 Green Belt Review Consultation

Cllr Kirkham circulated a draft response to Bradford Council's consultation on a Green Belt Review draft methodology and members discussed the key points.

Resolved:

That the draft circulated forms the basis of Harden Parish Council's response, subject to further consideration in advance of the closing date of 29th January, 2018. That Cllr's Kirkham and Bryan be authorised to draft and submit a final response, reflecting the discussion held.

6/01/18 Public Representation

None present.

Signed:

15th February 2018

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7/01/18 Exchange of Information

Cllr Kirkham shared that she had observed building works taking place at Harden Grange stables (a Grade 2 listed building) and this had been reported to Bradford MDC.

8/01/18 Budget

Members noted receipt of indicative Council Tax Support Grant and tax base figures from Bradford MDC. The Chair signed Bradford MDC's budget pro forma, confirming the 2018/19 precept as £25 at Band D, as agreed on 14th December, 2017.

9/01/18 Memorial Hall

Cllr Bryan reported back from a meeting with Pre School to discuss their asset transfer application. It was stated that Pre School was an important facility within the village, with 140 children on their books. The group have held further discussion with Bradford MDC and are hoping to submit a business case by 12th January. Members discussed various aspects of the transfer including community usage.

Resolved:

That Harden Parish Council support Pre School with the asset transfer and that Cllr Bryan write to the group to confirm. The Clerk to write to Bradford MDC setting out the Council's support, on the understanding that community usage will be maintained in the future.

10/01/18 General Data Protection Regulation

The Clerk discussed the Parish Council's additional responsibilities under the General Data Protection Regulation (GDPR) which will take effect from 25th May, 2018.

Resolved:

That a briefing paper summarising the GDPR be brought to the next meeting and that the Clerk keeps members well briefed on the requirements as they become clearer.

11/01/18 Correspondence

Resolved:

- a) E-mail from BT re. Adopt a Kiosk. Noted.
- b) E-mail from David Hill Surveyors re. Neighbourhood Plan. Noted.
- c) Letter from NALC re. Battle's Over – A Nation's Tribute. Noted. Members felt there weren't resources in place to participate. Cllr Kirkham suggested there may be opportunity to re-display the WW1 exhibition prepared previously, possibly involving the school and holding an event in the Memorial Hall. The suggestion was strongly supported.

12/01/18 Financial Matters

Resolved:

- a) To authorise room hire expenditure of up to £50 for an initial meeting of a new Friend's of Goit Stock group.

b) To authorise the following payments: -

| Payee | Cheque No. | Amount | Description |
|------------------|------------|---------|---|
| Haydn Cavanagh | 100538 | £250 | Small grant payment to Goit Stock Dippers |
| Ken Eastwood | 100539 | £21.87 | Polldaddy subscription |
| | | £4.50 | Mileage |
| | | £26.37 | |
| Bradford MDC | 100540 | £456.55 | Salary payment |
| Matthew Maddison | 100541 | £25 | Winter maintenance |

c) To note the following balances: -

| HARDEN PARISH COUNCIL | | | | | |
|------------------------------|----------------|---------------------|------------------|--------------------------------------|-------|
| December 2017 | | | | | |
| Item | Budget 2017/18 | Expenditure to date | Budget Remaining | Forecast Shortfall (-) / Surplus (+) | Notes |
| Staff Costs | 4,900 | 4,288 | 612 | -832 | 1 |
| Travel | 100 | 120 | -20 | -64 | |
| Subscriptions | 750 | 859 | -109 | -109 | |
| Insurance | 500 | 0 | 500 | 22 | |
| Audits | 200 | 675 | -475 | 3 | |
| Newsletter | 600 | 438 | 162 | 0 | |
| Website | 1,200 | 1,330 | -130 | -130 | |
| Parish Plan | 1,000 | 208 | 792 | 0 | |
| Neighbourhood Planning | 2,500 | 0 | 2,500 | 2,500 | |
| Training | 100 | 45 | 55 | 0 | |
| Repairs | 100 | 5 | 95 | 95 | |
| Stationery/telephone | 300 | 71 | 229 | 0 | |
| PC equipment | 0 | 13 | -13 | -13 | |
| Small grants | 500 | 250 | 250 | 0 | |
| Horticulture | 3,000 | 6,032 | -3,032 | -3,107 | 2 |
| Christmas event | 200 | 92 | 108 | 108 | |
| Playground cleaning | 200 | 0 | 200 | 100 | |
| Room hire | 250 | 0 | 250 | 125 | |
| Projects & Assets | 1,775 | 4,668 | -2,893 | -2,892 | 3 |
| S137 | 100 | 39 | 61 | 61 | |
| Other | 250 | 88 | 162 | 0 | |
| | 18,525 | 19,221 | -696 | -4,133 | |

d) To note the following bank reconciliation: -

Cashbook Balances

| | |
|---------------------------|-------------------------|
| Balance 1 April 2017 | 14,154.06 |
| Add: income to date | 23,008.85 |
| Less: expenditure to date | (20,576.04) (incl. VAT) |

Signed:

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| | | |
|---------------------------------------|-----------|------------------|
| Total: | | 16,586.87 |
| Bank account balances 1 December 2017 | | |
| Community Account | 6,418.66 | |
| Business Account | 10,168.21 | |
| Less: unrepresented cheques | 0 | |
| Add: unbanked cash | 0 | |
| Total: | | 16,586.87 |

13/01/18 Representation at upcoming meeting(s)

Resolved:

Cllr Taylor nominated to attend the next meeting of the Bingley Rural Neighbourhood Services, Police & Parish Councils Meeting, being held on 12th February, 2018 at 7pm, in Denholme Mechanic's Institute.

Cllr Kirkham nominated to attend the next Local Councils Liaison Meeting, being held on 21st March, 2018 (time and venue to be confirmed).

14/01/18 Minor Items and Items for Next Agenda

None raised.

15/01/18 Next Meeting

Agreed that the next Parish Council meeting will take place on 15th February 2018 at 7.15pm in Harden Memorial Hall.

The Chair closed the meeting at 8.47pm.