

**MINUTES OF THE MONTHLY MEETING OF HARDEN PARISH COUNCIL
HELD ON 12th July 2018 AT 7.15PM IN HARDEN MEMORIAL HALL**

Present: Cllr Gerwyn Bryan
Cllr Ann Taylor
Cllr Diane Bonham
Cllr Gina Thompson
Cllr Kay Kirkham
Ken Eastwood (Clerk)

1/07/18 Apologies for Absence

None received.

2/07/18 Disclosures of Interest

None.

3/07/18 Minutes of Meetings

- a) The minutes of the Parish Council meeting held on 14th June, 2018 were proposed as a correct record by Cllr Thompson and signed by the Chair.
- b) The Outstanding Issues report was duly noted.

Cllr Bryan mentioned that he had been in touch with residents and the first Allotments Project Team meeting would take place on 16th July, 2018 at 8.30 pm.

There was a discussion about the location of grit bins and the Clerk was asked to liaise with Bradford Council's Highways service.

4/07/18 Planning Matters

- a) 18/02517/HOU - Front extension of garage and porch at 52 Effingham Road, Harden.

Resolved:

That the Parish Council supports the application.

- b) 18/02718/HOU - Single storey rear extension at 35 Millbeck Drive, Harden.

Resolved:

That the Parish Council makes the following comments: -

The proposed extension due to its height, proximity and projection along the boundary with the adjacent property would be oppressive and overshadow a well-used area of the garden for a large part of the day. The proposal would be detrimental to residential amenity.

- c) 18/02519/LBC - Various internal and external alterations and repairs at 2 Cuckoo Nest, Harden Road, Harden.

Signed:

9th August 2018

444

Resolved:

That the Parish Council makes the following comments: -

Harden Parish Council is broadly supportive of this application and recognises the intent to sympathetically enhance and renovate this listed building. However, the Parish Council opposes the proposed creation of a new rear door, replacing an original window. It is our view that this addition would have an adverse impact on the character and appearance of the building. The Parish Council notes the suggestion from Heritage Planning Design Ltd to meet on-site with Planning and Conservation Officers to discuss all possible options and we suggest this could usefully be made a requirement of any consent.

- d) 18/02870/PNH - Construction of single storey rear extension at 5 Cliffe Avenue, Harden.

Resolved:

That the Parish Council supports the application.

- e) 18/02654/FUL - Horse training menage at Woodhead, Ryecroft, Harden.

Resolved:

That the Parish Council makes the following comments: -

Harden Parish Council has no objection to this proposal. It is noted that there is another horse training menage in Ryecroft and this particular application is situated in a location that isn't going to be overlooked. The use appears to be generally established elsewhere within the Green Belt.

- f) To note the following decisions: -

- 18/01677/HOU - Two storey side extension at 2 St Ives Place, Harden - application granted.
- 18/01824/HOU - Extend existing garage forward of the front elevation and construction of two storey extension at Woodlands, 5 Firbeck, Harden - application granted.
- 18/01554/HOU - Single storey rear extension at 35 Millbeck Drive, Harden - application refused.
- 18/01490/FUL - Change of use and extension of existing disused toilet block into retail unit. Public Conveniences, Keighley Road, Harden - application refused.

- g) To note that application 18/00158/MAR, for 28 dwellings on land at Harden and Keighley Road, will be considered at a meeting of the Regulatory and Appeals Committee on 19th July, 2018 at City Hall, Bradford.

Resolved:

That Cllr Kirkham attends the meeting and presents the Parish Council's objections to the application.

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

5/07/18 Public Representation

None.

6/07/18 Exchange of Information

Cllr's Bonham and Thompson mentioned discussion with residents about damage to a tree at the side of the Memorial Hall. It was noted that the trees were very tall and members queried whether they were periodically inspected for safety.

Cllr Bryan stated that the Japanese Knotweed previously reported to Bradford Council had been cut down during grass verge mowing and had already started to sprout and re-grow.

Resolved:

That the Clerk contacts Bradford Council about both matters.

7/07/18 General Data Protection Regulation (GDPR)

The Clerk gave an update on the indexing and filing of Parish Council documents and records in line with GDPR requirements and the Parish Council's retention and disposal policy.

Resolved:

To authorise the Clerk to transfer paper records, from financial years 2007/08 to 2016/17, to the West Yorkshire Archives Service.

8/07/18 Councillor Vacancy

The Clerk confirmed the Notice of Vacancy was displayed from 20th June to 10th July, 2018 and that Electoral Services had confirmed they did not receive the required request from ten local government electors to hold an election. The deadline to request an election had passed and the Parish Council must co-opt to fill the vacancy as soon as practicable.

Resolved:

To advertise the vacancy on the Parish Council website, village noticeboard and over social media. To request school and pre-school to send details out to parents with other communications or newsletters.

9/07/18 Neighbourhood Planning

The Clerk confirmed that the Parish Council's grant application to the Neighbourhood Planning Programme, funded by the Ministry of Housing, Communities and Local Government, had been successful, with a 2018/19 award of £6,050.

Resolved:

To authorise expenditure of £5,352.50 for planning consultancy support and £698 for additional website development. To hold a Neighbourhood Planning inception meeting with Integreat Plus on 30th July, 2018 at 7.15pm.

10/07/18 Correspondence

Resolved:

- a) E-mail from Harden Children's Gala thanking the Parish Council for grant support. Noted.
- b) E-mail from Bradford Council re. Harden Moor flood prevention pilot project. Noted.
- c) E-mail from Bradford Council re. developing family hubs and an invitation to area based events. Noted.

11/07/18 Financial Matters

Resolved:

- a) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Ken Eastwood	100575	£9	Mileage
Bradford MDC	100576	£784.51	Salary payment incl. overtime
Digital Nomads	100577	£71.29	Clerk's June expenses
Digital Nomads	100578	£837.60	Additional website development
Matthew Maddison	100579	£65	Horticulture

- b) To note the following balances: -

HARDEN PARISH COUNCIL					
30 June 2018					
Item	Budget 2018/19	Expenditure to date	Budget Remaining	Forecast Shortfall (-) / Surplus (+)	Notes
Staff Costs	5,533	1,370	4,163	-2,111	1
Travel	150	48	102	0	
Subscriptions	875	1,168	-293	-293	2
Insurance	500	0	500	0	
Audits	200	78	122	122	
Newsletter	850	0	850	0	
Website	475	385	90	-698	3
Parish Plan	1,000	43	957	0	
Neighbourhood Planning	2,500	0	2,500	2,111	
Training	100	0	100	0	
Repairs	100	0	100	0	
Stationery/telephone	100	53	47	0	
PC equipment	250	94	156	0	
Small grants	500	500	0	0	
Horticulture	1,000	260	740	0	
Christmas event	200	0	200	0	
Playground cleaning	200	0	200	0	

Signed:

9th August 2018

447

S137	100	0	100	0
Room Hire	0	0	0	0
Other	100	0	100	0
Projects	7,175	0	7,175	0
	21,908	3,999	17,909	-869

Notes

1. Reflects pay award, additional hours and authorised overtime. Increase in hours was included in budget for Neighbourhood Planning.
2. Reflects additional subscription to PO Box service required by GDPR but not budgeted for in 2018/19.
3. Reflects additional website development which is recovered by a neighbourhood planning grant award.

c) To note the following bank reconciliation: -

Cashbook Balances

Balance 1 April 2018	14,264.20	
Add: income to date	27,233.44	
Less: expenditure to date	(4,197.94) (incl. VAT)	
Total:		37,299.70

Bank account balances 30 June 2018

Community Account	27,121.35	
Business Account	10,178.35	
Less: unpresented cheques	0	
Add: unbanked cash	0	
Total:		37,299.70

12/07/18 Minor Items and Items for Next Agenda

None.

13/07/18 Next Meeting

Agreed that the next Parish Council meeting will take place on 9th August, 2018 at 7.15pm in Harden Memorial Hall.

The Chair closed the meeting at 8.34pm.