

**MINUTES OF THE MONTHLY MEETING OF HARDEN PARISH COUNCIL
HELD ON 9th August 2018 AT 7.15PM IN HARDEN MEMORIAL HALL**

Present: Cllr Gerwyn Bryan
Cllr Gerald Jennings
Cllr Gina Thompson
Cllr Kay Kirkham
Ken Eastwood (Clerk)
One member of the public

1/08/18 Apologies for Absence

Cllr Bonham – family commitments.

2/08/18 Disclosures of Interest

None.

3/08/18 Minutes of Meetings

- a) The minutes of the Parish Council meeting held on 12th July, 2018 were proposed as a correct record by Cllr Kirkham and signed by the Chair. Cllr Jennings noted that he had previously given his apologies for the July meeting. The Clerk stated these should have been recorded and apologised for the oversight.
- b) The Outstanding Issues report was duly noted.

The Clerk was asked to follow up the Long Lane issues with Bradford Council's Highways service.

4/08/18 Planning Matters

- a) 18/03092/PNH - Construction of single storey rear extension at 64 Long Lane, Harden.

Resolved:

That the Parish Council has no objection to the application.

- b) To note the following decision: -

- 18/00158/MAR - Reserved matters application for 28 dwellings following the grant of outline permission 15/01039/MAO requesting consideration of the layout, scale, appearance and landscaping. Application refused.

Members discussed a recently held meeting with the landowners and a meeting held immediately before the Parish Council meeting, with the developer, Skipton Properties, attended by some members.

Resolved:

That the Clerk contacts Skipton Properties and thanks them for attending the pre-meeting and for explaining the scheme and the revisions proposed to address the objections previously raised. Members expressed support for the revised scheme, in principle, subject to clarification and agreement over the affordability issues.

It was noted that Skipton Properties would, in confidence, share a revised affordability appraisal for consideration and comment by the Parish Council.

That the Clerk liaises with Skipton Properties and assists with organisation of a drop-in session for residents, where the developer will display information about the scheme and discuss issues with attendees.

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

5/08/18 Public Representation

A resident raised several issues including speeding, traffic levels, pedestrian safety and bus services. She described difficulties with choosing to live without a car in Harden, including the inability to safely walk or cycle to Bingley and bus service scheduling resulting in the two buses per hour, leaving four minutes apart during rush hour. Alternatives to driving, lowering speeds and improving safety were discussed. The impacts on children, denied opportunities to play and explore due to fear over safety, were mentioned.

Members explained past actions and ongoing issues with speeding, speed bumps and vehicle activated signs. Cllr Kirkham discussed previous attempts to better coordinate bus services. The Clerk stated that the Neighbourhood Development Plan could provide opportunity to consider some of the issues raised.

Resolved:

Cllr Kirkham to approach Metro and the Combined Authority with regard to bus services. That transport features as a theme for consideration within the Neighbourhood Development Plan.

6/08/18 Exchange of Information

The Clerk read an email received earlier in the day with regard to a complaint about the flower beds.

Resolved:

That the Clerk replies to the resident concerned explaining that the Parish Council previously decided to move away from bi-annual planting, which had proved labour intensive, impractical and expensive. A planting scheme had been designed that was low maintenance, attractive year round and affordable.

That the clerk contacts the gardener and asks for the Alliums to be cut back, for weeding to be undertaken and for any required replacement plants to be identified and quantified, to fill any gaps or replace any poor quality plants.

7/08/18 Councillor Vacancy

The Clerk stated that notice of the vacancy was displayed on the website and noticeboard and had been shared over social media and by the school and pre-school. One potential expression of interest had been received so far.

8/08/18 Neighbourhood Planning

Cllr Kirkham provided a verbal update following the Neighbourhood Planning inception meeting, held on 30th July, 2018.

Resolved:

To note and progress the following: -

- Neighbourhood Planning Project Team meeting to be held on Monday, 3rd September at 7.15pm
- Neighbourhood Planning drop-in event for residents to be held on Saturday, 29th September from 11am to 3pm.
- A survey and explanatory information being prepared by Integreat Plus to be distributed to all households with the next Parish Council newsletter.

9/08/18 Newsletter

Cllr Kirkham circulated a draft newsletter and invited comments from members.

Resolved:

To authorise newsletter and neighbourhood planning survey printing and distribution expenditure, up to £550. Members to provide any further comments to Cllr Kirkham.

10/08/18 Allotments Project

Cllrs Bryan and Thompson provided a verbal update following the first meeting of the Allotments Project Team, held on 16th July, 2018.

Resolved:

To note the draft minutes. To join the National Allotment Society and to authorise recurring expenditure of £56 per annum. To note the next Allotments Project Team meeting to be held on Thursday, 20th September at 7.30pm.

11/08/18 Assets of Community Value

Cllr Bryan asked whether the Parish Council should seek to identify further local buildings or land in Harden, for listing by the principal authority as assets of community value under the Localism Act, 2011. The St Ives Estate was discussed, as well as local pubs and shops.

Resolved:

That the Clerk discusses the St Ives Estate with Bradford Council's Estates Department and progresses the process if appropriate. To note that on balance members were not supportive of exercising the powers for private sector assets in Harden.

Signed:

13th September 2018

451

12/08/18 Standing Orders**Resolved:**

To note changes made to the National Association of Local Councils (NALC's) model standing orders. To authorise revision of the Parish Council's Standing Orders.

13/08/18 Correspondence**Resolved:**

- a) E-mail from Ward Officer - Bingley rural ward church partnership meeting. Noted.
- b) E-mail from Bradford Council - allotments in Harden. Noted.
- c) E-mail from Bradford Council – Japanese Knotweed. Noted. The Clerk to share with Skipton Properties, for information.

14/08/18 Financial Matters**Resolved:**

- a) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Ken Eastwood	100580	£18	Mileage
Bradford MDC	100581	£1,465.65	Salary payment incl. backpay
Digital Nomads	100582	£41.03	Clerk's July expenses
Vision ICT	100583	£108	.GOV.UK domain mailboxes
Matthew Maddison	100584	£65	Horticulture
St Saviour's Church	100585	£100	Water charge (donation)

- b) To note the following balances: -

HARDEN PARISH COUNCIL 31 July 2018					
Item	Budget 2018/19	Expenditure to date	Budget Remaining	Forecast Shortfall (-) / Surplus (+)	Notes
Staff Costs	5,533	2,154	3,379	-3,250	1
Travel	150	57	93	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	1,083	-608	-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	11	89	0	

Signed:

13th September 2018

452

Stationery/telephone	100	101	-1	0
PC equipment	250	94	156	0
Small grants	500	500	0	0
Horticulture	1,000	325	675	0
Christmas event	200	0	200	0
Playground cleaning	200	0	200	0
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	5,615	16,293	-2,008

Notes

1. Reflects pay award, incremental progression, 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	(5,965.34) (incl. VAT)	
Total:		35,532.30

Bank account balances 31 July 2018

Community Account	25,353.95	
Business Account	10,178.35	
Less: unpresented cheques	0	
Add: unbanked cash	0	
Total:		35,532.30

15/08/18 Minor Items and Items for Next Agenda

The Clerk mentioned online comments about car parking charges at St Ives and suggestions that the Golf Club lease allegedly stipulated the supply of free parking spaces. Members suggested an approach could be made to the Land Registry to obtain a copy of the lease.

Cllr Jennings mentioned that he had recently recognised that he needed to update his register of interests to reflect additional business interests. He suggested all members may wish to review their own registers.

16/08/18 Next Meeting

Agreed that the next Parish Council meeting will take place on 13th September, 2018 at 7.15pm in Harden Memorial Hall. The Chair closed the meeting at 8.57pm.

Signed:

13th September 2018

453