

**MINUTES OF THE MONTHLY MEETING OF HARDEN PARISH COUNCIL
HELD ON 10th JANUARY 2019 AT 7.15PM IN HARDEN MEMORIAL HALL**

Present: Cllr Gerwyn Bryan (Chair)
Cllr Ann Taylor
Cllr Gerald Jennings
Cllr Paul Sullivan
Ken Eastwood (Clerk)
Mrs Kirsty Hutchinson (Guest Speaker)

1/01/19 Apologies for Absence

Resolved:

To approve the apologies from Cllrs Kay Kirkham and Andy Macdonald.

2/01/19 Disclosures of Interest

None.

3/01/19 Guest Speaker

The Chair welcomed Kirsty Hutchinson, Head Teacher at Harden Primary School. Mrs Hutchinson gave an overview of the school, explaining it had been an academy for 6 years and had recently joined the Exceed Academies Trust, so the school can network with other schools, share best practice and save money through economies of scale. The implications of being an academy and a trust were discussed.

The current OFSTED rating is 'requires improvement' but the school is confident of achieving an improved outcome at the next assessment.

There are currently 206 pupils at the school and 210 is the maximum capacity. Pupils start at reception and stay at school up to year 6 (age 11). The catchment area covers Harden and extends to Wilsden, with some from Cullingworth, Bingley and a small number from further afield. The admissions policy gives a priority to Harden residents. On leaving school most pupils feed into Bingley Grammar and Parkside, with a smaller number going to Beckfoot, Halifax Grammar and elsewhere.

The school site is leased from Bradford Council and consent would be required from Bradford for significant alterations.

Cllr Sullivan asked about the possibility of developing the land to the side of the school for off street parking. The school would be supportive of exploring that further, possibly to include staff parking areas, visitor parking and drop-off points. Mrs Hutchinson stated she would be receptive to exploring this further, subject to there being a separate entrance.

Mrs Hutchinson gave an account of the actions taken by school to address inconsiderate parking. The issue is regularly covered in the school newsletter. School staff have been out onto the roadside and given instruction to drivers. A letter from the Police also goes out to parents every term. The school will progress with individual parents if it is appropriate to do so.

There have been no known incidents with road safety, although it was thought there had been a couple of near misses. The Police undertook an enforcement campaign in 2018 and issued tickets to people parking inconsiderately.

Mrs Hutchinson mentioned an area up from the school where there are no yellow lines. Some parents park there even though the road is very narrow and they have been advised not to do so.

There was some discussion about the use of parking buddies (signs). Mrs Hutchinson said that if buddies were present some parents, sadly, would still park in that location. It was agreed, however, that they do have a role in raising awareness. It was stated that school do not have issues with people abusing parking restrictions.

Cllr Sullivan talked about a project for school cycling that could potentially raise awareness of road safety generally.

The potential to access Section 106 funding was discussed. The school does have potential projects including class room refurbishments and IT enhancements. Members encouraged Mrs Hutchinson to obtain costings and develop a scheme in order to access the funds allocated from the recently approved Skipton Properties development.

Cllr Jennings asked about relationships with other organisations in the village. Mrs Hutchinson mentioned relationships with pre-school, both churches, the horticultural society and the gala committee. The Chair mentioned sporting associations and encouraged the school to explore opportunities with local football and cricket teams and other sports clubs.

The Chair thanked Mrs Hutchinson for attendance and encouraged maintaining continued contact.

4/01/19 Minutes of Meetings

- a) The minutes of the Parish Council meeting held on 13th December, 2018 were proposed as a correct record by Cllr Jennings and signed by the Chair.
- b) The minutes from the Neighbourhood Plan Project Team meeting, held on 12th November, 2018 were received and duly noted.
- c) The minutes from the Allotments Project Team meeting, held on 22nd November, 2018 were received and duly noted.
- d) The Outstanding Issues report was duly noted.

5/01/19 Planning Matters

No applications received.

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

6/01/19 Councillor Vacancy

Resolved:

To note that the Council is now able to co-opt to the vacancy. No expressions of interest had been received.

7/01/19 Public Representation

None.

8/01/19 Exchange of Information

Cllr Jennings asked about providing shovels for the recently supplied grit bins. The Clerk confirmed that two had recently been purchased.

9/01/19 Budget

Resolved:

To authorise the Chair to sign Bradford MDC's budget pro forma, confirming the 2019/20 precept, as agreed on 13th December, 2018.

10/01/19 Action Plan

Resolved:

The draft 2019/20 action plan was approved and the Clerk requested to publish the document on the website.

11/01/19 Correspondence

Resolved:

- a) E-mail from Tree and Woodland Manager, Bradford MDC re. Granic Mews trees (with observations from Cllr Kay Kirkham). Noted.
- b) E-mail from Development Officer, Bradford MDC, re. Harden Memorial Hall listing as an asset of community value. Noted.
- c) E-mail trail re. tree planting at Skipton Properties development, Keighley Road. Noted.

12/01/19 Village Benches

Resolved:

To authorise the purchase of one bench, to the same specification as the recycled bench previously purchased by the Council and to approve associated expenditure.

13/01/19 Playground

Two quotations for cleaning of the playground surfaces and re-painting of equipment were considered.

Resolved:

To instruct Pennine Playgrounds Limited to undertake the work as detailed in the quote and to authorise associated expenditure of £2,910.

14/01/19 Staffing Matters**Resolved:**

The Chair and Clerk to meet at 6.45pm on 14th February to complete an annual appraisal and salary review.

15/01/19 Financial Matters**Resolved:**

a) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Ken Eastwood	100616	£74.25	Travel expenses*
Ken Eastwood	100617	£44.42	Expenses
Bradford MDC	100618	£645.85	Salary payment
Matthew Maddison	100619	£25	Winter maintenance
St Ives (Bingley) Riding for the Disabled Group	100620	£250	Small grant - First Aid training
Harden Children's Gala Society	100621	£100	Small grant - Children's entertainment

* Cheque reissued. Cheque No. 100613 voided.

b) To note the following balances: -

HARDEN PARISH COUNCIL					
31 December, 2018					
Item	Budget 2018/19	Expenditure to date	Budget Remaining	Forecast Shortfall (-) / Surplus (+)	Notes
Staff Costs	5,533	6,000	-467	-3,400	1
Travel	150	199	-49	-150	
Subscriptions	875	1,388	-513	-513	2
Insurance	500	478	22	22	
Audits	200	178	22	22	
Newsletter	850	448	402	402	
Website	475	1,218	-743	-743	3
Parish Plan	1,000	43	957	957	

Signed:

14th February 2019

478

Neighbourhood Planning	2,500	1,835	665	-511	4
Training	100	315	-215	-215	
Repairs	100	27	73	73	
Stationery/telephone	100	127	-27	-50	
PC equipment	250	94	156	156	
Small grants	500	500	0	-350	
Horticulture	1,000	630	370	270	
Christmas event	200	118	82	82	
Playground cleaning	200	0	200	200	
S137	100	30	70	70	
Other	100	53	47	-19	
Projects	7,175	1,091	6,084	2,699	
	21,908	14,771	7,137	-998	

Notes

1. Reflects pay award, additional hours and overtime. Increase in hours 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 recovered by Neighbourhood Planning grant.
4. Costs are offset by Neighbourhood Planning Grant.

c) To note the following bank reconciliation: -

Cashbook Balances

Balance 1 April 2018	14,264.20	
Add: income to date	27,243.60	
Less: expenditure to date	(15,810.68) (incl. VAT)	
Total:		25,697.12

Bank account balances 31 December 2018

Community Account	15,533.61	
Business Account	10,188.51	
Less unrepresented cheques	25	
Total:		25,697.12

16/01/19 Attendance at Meetings

Resolved:

Cllr Sullivan to attend the Local Councils Liaison meeting on Wednesday 16th January 2019, 6pm at Queen's Hall, Burley. To consider representation at the YLCA branch meeting on 13th March at the next Parish Council meeting.

17/01/19 Local Elections

Resolved:

To note guidance issued by the Clerk with regard to arrangements for the 2019 local elections. To consider ways to promote the role of Parish Councillor within Harden at the next Parish Council meeting. The Clerk to circulate nomination papers once received.

Signed:

14th February 2019

479

18/01/19 Minor Items and Items for Next Agenda

The Chair noted that a Member had been selected to stand for the district council elections and offered his congratulations. Cllr Jennings gave advance apologies for the March meeting.

19/01/19 Next Meeting

Agreed that the next Parish Council meeting will take place on 14th February 2019 at 7.15pm in Harden Memorial Hall.

The Chair closed the meeting at 8.23pm.

DRAFT