

**MINUTES OF THE MONTHLY MEETING OF HARDEN PARISH COUNCIL  
HELD ON 14<sup>th</sup> FEBRUARY 2019 AT 7.15PM IN HARDEN MEMORIAL HALL**

**Present:** Cllr Gerwyn Bryan (Chair)  
Cllr Andy Macdonald  
Cllr Ann Taylor  
Cllr Gerald Jennings  
Cllr Kay Kirkham  
Cllr Paul Sullivan  
Ken Eastwood (Clerk)

**1/02/19 Apologies for Absence**

None.

**2/02/19 Disclosures of Interest**

None.

**3/02/19 Minutes of Meetings**

- a) The minutes of the Parish Council meeting held on 10<sup>th</sup> January, 2019 were proposed as a correct record by Cllr Taylor and signed by the Chair.
- b) The minutes from the Neighbourhood Plan Project Team meeting, held on 14<sup>th</sup> January, 2019 were received and duly noted.
- c) The Outstanding Issues report was duly noted. The Chair shared photographs of a renovated phone kiosk including book shelves and leaflet racks. The Clerk stated that he intended to look into what would be required to make the kiosk in Harden water tight and to fit out with similar shelving.

**4/02/19 Planning Matters**

- a) 19/00280/HOU - Two storey extension to side and rear at 30 Ferrands Park Way, Harden BD16 1HZ

**Resolved:**

That the Parish Council supports the application.

- b) Appeal lodged in connection with conversion of former public conveniences.

**Resolved:**

To note the appeal.

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

**5/02/19 Councillor Vacancy**

Members discussed ways to promote the role of Parish Councillor within Harden in advance of the local elections in May.

Signed:

14<sup>th</sup> March 2019

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**Resolved:**

To publish a newsletter to include details of the role and to promote a public drop-in event to be held between 10.30 and 12.30 on Saturday, 16<sup>th</sup> March.

**6/02/19      Public Representation**

None.

**7/02/19      Exchange of Information**

Cllr Macdonald mentioned that a resident had discussed the Great British Spring Clean being held 22<sup>nd</sup> March to 23<sup>rd</sup> April. Members discussed littering in the village and the health and safety considerations that limited opportunity to litter pick along the highway.

**Resolved:**

Cllr Macdonald to discuss further with the resident concerned.

**8/02/19      Road Safety at School**

Members discussed investment in parking buddies and the comments previously made by the Head Teacher at Harden Primary School.

**Resolved:**

The Clerk to seek further clarification of the Head Teacher's views.

**9/02/19      Core Strategy**

Cllr Kirkham discussed comments to the core strategy partial review, circulated to members separately.

**Resolved:**

The Clerk to submit Harden Parish Council's response by 22<sup>nd</sup> February, 2019.

**10/02/19      Correspondence**

a)      E-mail from a resident re. grit bins.

**Resolved:**

The Clerk to draft a response to the resident enquiring about provision of grit bins suggesting referral to Bradford Council and to ask the resident to inform the Parish Council of the response received.

**11/02/19      Staffing Matters**

Deferred.

**12/02/19      Financial Matters****Resolved:**

a)      To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Ken Eastwood	100622	£64.80	Travel expenses
Ken Eastwood	100623	£17.92	Expenses *
Bradford MDC	100624	£808.34	Salary payment
Matthew Maddison	100625	£25	Winter maintenance
Kay Kirkham	100626	£39.98	Ancestry memberships
ICO	100627	£40	Registration fee

\* Cheque not issued due to missing invoice.

b) To authorise the Clerk's overtime claim (9.5 hours for CiLCA training and additional meetings).

c) To note the following balances: -

<b>HARDEN PARISH COUNCIL</b>					
<b>31 January, 2019</b>					
Item	Budget 2018/19	Expenditure to date	Budget Remaining	Forecast Shortfall (-) / Surplus (+)	Notes
Staff Costs	5,533	6,646	-1,113	-2,600	1
Travel	150	287	-137	-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	
Neighbourhood Planning	2,500	1,835	665	-511	4
Training	100	315	-215	-215	
Repairs	100	27	73	73	
Stationery/telephone	100	156	-56	-50	
PC equipment	250	94	156	156	
Small grants	500	850	-350	-350	
Horticulture	1,000	655	345	270	
Christmas event	200	118	82	82	
Playground cleaning	200	0	200	200	
Projects & Assets	7,175	1,091	6,084	2,699	
S 137	100	30	70	0	
Other	100	53	47	0	
	<b>21,908</b>	<b>15,909</b>	<b>5,999</b>	<b>-249</b>	

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 2028/19.
3. Reflects additional website development recovered by Neighbourhood Planning grant.
4. Costs are offset by Neighbourhood Planning Grant.

Signed:

14<sup>th</sup> March 2019

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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	(16,950.20) (incl. VAT)	
Total:		<b>24,557.60</b>

Bank account balances 31 January 2019

Community Account	14,394.09	
Business Account	10,188.51	
Less unpresented cheques	25	
Total:		<b>24,557.60</b>

**12/02/19 Attendance at meetings**

**Resolved:**

Cllr Sullivan to attend the Bingley Rural Parish Council Partnership Meeting on 11<sup>th</sup> March, 7pm, at Harden Memorial Hall. Cllr Kirkham to send apologies re. the YLCA branch meeting on 13<sup>th</sup> March.

**13/02/19 Minor Items and Items for Next Agenda**

Cllr Jennings mentioned the sale of the Mansion House at St Ives. It was agreed that when sold the Parish Council should invite the new owners to a future meeting.

**14/02/19 Next Meeting**

Agreed that the next Parish Council meeting will take place on 14<sup>th</sup> March 2019 at 7.15pm in Harden Memorial Hall.

The Chair closed the meeting at 8.30pm.