

**MINUTES OF THE MONTHLY MEETING OF HARDEN PARISH COUNCIL
HELD ON 14th MARCH 2019 AT 7.15PM IN HARDEN MEMORIAL HALL**

Present: Cllr Gerwyn Bryan (Chair)
Cllr Andy Macdonald
Cllr Ann Taylor
Cllr Kay Kirkham
Cllr Paul Sullivan
Ken Eastwood (Clerk)
2 members of the public

1/03/19 Apologies for Absence

Apologies received from Cllr Gerald Jennings were approved.

2/03/19 Disclosures of Interest

None.

3/03/19 Minutes of Meetings

- a) The minutes of the Parish Council meeting held on 14th February, 2019 were proposed as a correct record by Cllr Kirkham and signed by the Chair.
- b) The minutes from the Neighbourhood Plan Project Team meeting, held on 19th February, 2019 were received and duly noted.
- c) The minutes from the Allotments Project Team meeting, held on 21st February, 2019 were received and duly noted.
- d) The Outstanding Issues report was duly noted.

4/03/19 Planning Matters

- 19/00701/FUL - Conversion of detached garage into domestic dwelling at 148 Long Lane, Harden.
- 18/03868/SUB01 - Submission of details required by conditions 13 (Provision of Access) and 15 (Section 278) of planning permission 18/03868/MAR - Land At Grid Ref 408658 438473 Harden Road, Harden.
- 18/03868/SUB02 - Submission of details required by conditions 3 (materials samples), 4 (rainwater goods), 6 (boundary treatments) and 7 (bin storage) of planning permission 18/03868/MAR - Land At Grid Ref 408658 438473 Harden Road, Harden.
- 19/00928/FUL - Change of use of land to garden associated with Cuckoo Nest Barn and subterranean extension at Cuckoo Nest Barn, Harden Road, Harden.
- 19/01032/HOU - Single storey rear extension with rear dormer window and detached garage at 22 Moor Edge, Harden.

Signed:

11th April 2019

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Resolved:

That the Parish Council makes comments with regard to 19/00928/FUL enquiring about ventilation and impact on visual amenity.

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

5/03/19 Public Representation

None.

6/03/19 Exchange of Information

Cllr Kirkham mentioned an enquiry about the telephone kiosk and stated that she had informed the resident of the planned renovation and use as a book store and community information point.

Cllr Sullivan raised an issue with a newly surfaced footpath on Cliffe Avenue that was hazardous.

Resolved:

The Clerk to refer the footpath matter to Bradford Council.

7/03/19 Road Safety at School

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

Resolved:

To contact the Head Teacher and ask if there are any practical measures that can be taken to assist with the parking issues on Sunny Mount.

8/03/19 Small Grant Application

Members considered a grant application received from Harden Pre School.

Resolved:

To approve the grant application and provide £235 towards the cost of installation of heaters in the ladies bathroom at the Memorial Hall.

9/03/19 Keighley Road Development

Cllr Kirkham discussed issues raised with the developer and Bradford MDC.

10/03/19 Correspondence

a) E-mails from Harden WI re. planters and benches.

Resolved:

To support the proposals subject to the planters not impeding future bench replacements. The Clerk to advise that contact should be made with Bradford Council's Highways Department.

b) E-mails from Aire Rivers Trust and Bradford MDC re. Harden Moor.

Resolved:

To thank the Aire Rivers Trust for the offer of a walk around the Moor and to arrange a suitable date after Easter.

11/03/19 Staffing Matters

Members of the press and public were excluded from the meeting under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of an item of a confidential nature. The Clerk left the meeting whilst members discussed a report from Cllr Bryan on staffing matters.

Resolved:

To approve the recommendations put forward and to increase salary by 1 increment. To authorise changes with effect from 1 April, 2019.

The Clerk rejoined the meeting.

12/03/19 Purchase Authorisation

Resolved:

To authorise purchase of the 11th edition of Arnold-Baker on Local Council Administration. The Clerk to explore sharing costs with another Parish Council and to proceed with the purchase if cost sharing is not an option.

13/03/19 Financial Matters

Resolved:

a) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Vision ICT	100628	£64.80	Parish Council mailboxes
Wybone	100629	£66	Delivery charge
Wybone	100630	£494.39	Bench seat
K M Eastwood	100631	£13.50	Expenses
Bradford MDC	100632	£645.85	Salary payment
Matthew Maddison	100633	£25	Winter maintenance
Shipleigh Print	100634	£165	Newsletter printing
Pennine Playgrounds	100635	£3,492	Playground repairs
Roger Smith	100636	£75	Newsletter delivery
K Kirkham	100637	£39.98	Ancestry subscription

b) To note the following balances: -

HARDEN PARISH COUNCIL

28 February, 2019

Item	Budget 2018/19	Expenditure to date	Budget Remaining	Forecast Shortfall (-) / Surplus (+)	Notes
Staff Costs	5,533	8,100	-2,567	-2,567	1
Travel	150	365	-215	-215	
Subscriptions	875	1,461	-586	-586	2
Insurance	500	478	22	22	
Audits	200	178	22	22	
Newsletter	850	613	237	237	
Website	475	1,338	-863	-863	3
Parish Plan	1,000	43	957	957	
Neighbourhood Planning	2,500	1,835	665	665	4
Training	100	315	-215	-215	
Repairs	100	36	64	64	
Stationery/telephone	100	156	-56	-56	
PC equipment	250	94	156	156	
Small grants	500	850	-350	-350	
Horticulture	1,000	705	295	295	
Christmas event	200	118	82	82	
Playground cleaning	200	0	200	200	
Projects & Assets	7,175	4,477	2,698	2,698	
S 137	100	30	70	70	
Other	100	53	47	47	
	21,908	21,244	664	664	

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.

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	(17,946.24) (incl. VAT)	
Total:		23,561.56

Bank account balances 28 February 2019

Community Account	13,390.97	
Business Account	10,188.51	
Less unrepresented cheques	17.92	
Total:		23,561.56

Signed:

11th April 2019

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14/03/19 Minor Items and Items for Next Agenda

The Clerk reported difficulties with the Parish Council laptop and was requested to bring forward proposals for replacement. Members discussed the local elections and nomination arrangements.

15/03/19 Annual Meeting

Resolved:

To note that due to the local elections, the date of the annual meeting of Harden Parish Council will be Thursday, 16th May.

16/03/19 Next Meeting

To note the public drop-in, for residents interested in the role of Parish Councillor, being held on 16th March, 2019 at 10.30am to 12.30pm in the Memorial Hall.

Agreed that the Annual Parish Meeting will take place on 11th April 2019, at 7pm.

Agreed that the next Parish Council meeting will take place on 11th April 2019, at 7.15pm.

The Chair closed the meeting at 8.52pm.