

**MINUTES OF THE MONTHLY MEETING OF HARDEN VILLAGE COUNCIL
HELD ON 12th DECEMBER 2019 AT 7.15PM IN HARDEN MEMORIAL HALL**

Present: Cllr Gerwyn Bryan (Chair)
Cllr Ann Taylor
Cllr Jools Townsend
Cllr Kay Kirkham (until 9pm)
Cllr Andy Macdonald
Ken Eastwood (Clerk) (from 8pm)

1/12/19 Apologies for Absence

Apologies were received from Cllrs Ahmed and Sullivan. The reasons for absence were approved.

2/12/19 Disclosures of Interest

None.

3/12/19 Minutes of Meetings

- a) The minutes of the Village Council meeting held on 14th November, 2019 were proposed as a correct record by Cllr Taylor and signed by the Chair.
- b) The Outstanding Issues report was duly noted and the following matters discussed: -
 - Response received from the Chair of the Friends of St Ives that was not supportive of the allotments project. Cllr Bryan to respond with further detail on ecological allotments and Cllr Townsend to contact a Conservation Officer. The Clerk to provide copies of previous correspondence.
 - The Clerk reported back following a telephone conference call re. technical assistance (housing needs assessment). Research would focus on Tenure and Affordability and Type and Size of housing.
 - Neighbourhood Planning and the submission of comments on the draft plan to Jamie Wilde. It was noted that the process for feeding in other comments e.g. on footpaths, was not clear. The Clerk to discuss further with Jamie Wilde.
 - The Chair commented on the registration of assets of community value at the St Ives Estate and suggested the Council should reply to Bradford Council suggesting in principle that all land should be considered for inclusion.

4/12/19 Public Representation

None.

5/12/19 Planning Matters

- a) 19/04731/HOU - Redevelopment of existing dwelling to include; First floor side extension over existing garage, construction of porch to front, re-roofing,

removal of existing dormer window to front elevation and removal of existing rear extension at 11 Ferrands Park Way, Harden.

- b) 19/04848/HOU - Single storey rear extension. Alterations to window and door opening to front elevation at 18 Harden Brow Lane, Harden

Resolved:

The Village Council has no objection to the applications.

(Planning applications can be viewed via Bradford Council's online system

<http://www.planning4bradford.com/online-applications>).

6/12/19 Skills & Experience

Resolved:

Members and the Clerk to circulate a short CV providing an overview of individual skills, experience and areas of expertise and interest.

7/12/19 Traffic & Transport Update

Cllr Townsend discussed a response from Bradford Council and plans to meet with Simon D'Vali from Highways in January re. condition of the footpath to Bingley and the possibility of investment in a safe walking and cycling route.

8/12/19 Horticulture

Cllr Taylor discussed further information provided by the Council's gardener and previously circulated by email.

Resolved:

To approve the proposed maintenance arrangements and to closely monitor and keep under review progress in 2020.

9/12/19 Village Christmas Tree Event

Cllr Taylor provided an update on arrangements for Harden Village Council's participation in a joint Christmas village event on Saturday 14th December. The Chair thanked Cllr Taylor and other Members for their input.

10/12/19 Budget

A draft budget for 2020/21 was discussed.

Resolved:

To approve the budget for 2020/21 and to set the precept at £45 (band d). To authorise the Clerk to request a total precept of £37,035 from Bradford Council.

11/12/19 Website

Resolved:

To progress proposals to publish further World War records online and to authorise related expenditure of £845.25 + VAT.

Signed:

9th January 2020

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12/12/19 Meeting Dates

Resolved:

To note the proposed 2020 meeting dates and to update the website accordingly.

13/12/19 Exchange of Information

None.

14/12/19 Correspondence

- a) Email from the Friends of St Ives re. allotments. Noted. Discussed earlier in the meeting.
- b) Emails to and from Bradford Council re. cleansing. The Clerk to confirm arrangements with Bradford Council.
- c) Email from Locality re. Housing Needs Assessment. Noted.
- d) Emails with Bradford Council re. traffic & travel. Noted.
- e) Email from Met Consultancy Group re. traffic study. Noted.

15/12/19 Financial Matters

Resolved:

- a) To authorise the following payments: -

Payee	Cheque No.	Amount	Description
Ken Eastwood	100685	£4.50	Mileage
		£14.64	Stamps
		£19.14	
Bradford MDC	100686	£687.08	Salary payment
Matthew Maddison	100687	£25	Winter maintenance
Vision ICT	100688	£90	Fee for .gov.uk domain renewal - February 2020 to January 2022
Groundwork UK	100689	£65.75	Neighbourhood Development Plan – refund of grant underspend
Harden Children's Gala Society	100690	£90	Contribution to Christmas Tree (Small grant - 50% of cost)

- b) To note the following trial balances: -

Harden Village Council 7 th December 2019				
Item	Budget 2019/20	Expenditure to date	Budget Remaining	Forecast Shortfall (-) / Surplus (+)
Staff Costs	8,500	5,720	2,780	-215
Travel	300	92	208	50
Subscriptions	1,400	1,426	-26	-66
Insurance	500	0	500	22

Signed:

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Audits	200	293	-93	-93
Newsletter	850	240	610	370
Website	825	905	-80	-780
Parish Plan	1,000	0	1,000	1,000
Neighbourhood Planning	3,000	3,475	-475	-475
Training	750	230	520	395
Repairs	100	65	35	0
Stationery	200	161	39	-50
PC equipment	250	677	-427	-427
Small grants	1,000	235	765	500
Horticulture	750	645	105	5
Projects & Assets	18,575	1,944	16,631	6,991
S 137	300	25	275	175
Other	125	0	125	125
	38,625	16,134	22,491	7,527

c) To note the following bank reconciliation: -

Cashbook balances

Balance 1 April 2019	18,405.92	
Add: income to date	30,916.42	
Less: expenditure to date	(17,741.13) (incl. VAT)	
Total:		31,581.21

Bank account balances 1 December 2019

Community Account	21,422.36	
Business Account	10,208.85	
Less: unpresented cheques	50	
Add: unbanked cash	0	
Total:		31,581.21

16/12/19 Minor Items and Items for Next Agenda

Cllr Townsend explained that discussion on a paper re. response to the climate emergency would be deferred to the next meeting. The paper would be circulated in advance of the meeting.

Members discussed email etiquette and agreed to carefully consider who should be copied into emails and to avoid the use of 'reply to all' unless genuinely necessary. The Clerk to be the main point of contact.

Cllr Macdonald mentioned Police Operation 'Steerside' recently undertaken in Wilsden. Members suggested engaging with the Police in Harden after the Traffic Survey work is completed.

17/12/19 Next Meeting

Agreed that the next monthly Village Council meeting will take place on 9th January 2020 at 7.15pm in Harden Memorial Hall.

The Chair closed the meeting at 9.42pm.

Signed:

9th January 2020

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