

**MINUTES OF THE MONTHLY MEETING OF HARDEN VILLAGE COUNCIL  
HELD ON 13<sup>th</sup> FEBRUARY 2020 AT 7.15PM IN HARDEN MEMORIAL HALL**

**Present:** Cllr Gerwyn Bryan (Chair)  
Cllr Ann Taylor  
Cllr Falak Ahmed (from 8.16pm)  
Cllr Andy Macdonald  
Cllr Paul Sullivan  
Cllr Jools Townsend  
Ken Eastwood (Clerk)

**1/02/20 Apologies for Absence**

Apologies were received from Cllr Kay Kirkham. The reasons for absence were approved.

**2/02/20 Disclosures of Interest**

None.

**3/02/20 Minutes of Meetings**

- a) The minutes of the Village Council meeting held on 9<sup>th</sup> January, 2020 were proposed as a correct record by Cllr Taylor and signed by the Chair.
- b) The Outstanding Issues report was duly noted. The following items were discussed: -
  - Allotments - Cllr Bryan had responded to the Friends of St Ives re. ecological allotments and Cllr Townsend also contacted a Conservation Officer, who had been supportive when ecological gardening and biodiversity was discussed.
  - Cllr Sullivan fed back from a meeting with Bradford Council's Woodlands Manager to discuss St Ives and a possible Heritage Lottery Fund application. There was enthusiasm to create a stakeholder group and Cllr Sullivan felt the Village Council should engage at an early stage. Members agreed to meet on Friday 28<sup>th</sup> February at 6pm to discuss this further.
  - The Clerk and Cllr Townsend to liaise and request an invite to a future Friends of St Ives meeting, to give a presentation on ecological gardening, community allotments and biodiversity.
  - The application for grant support (Neighbourhood Planning Design Code) had been approved by Locality and grant of £7,975 was received on 17<sup>th</sup> January, 2020.
- c) The minutes of the Neighbourhood Plan Project Team meeting, held on 13<sup>th</sup> January, 2020 were noted.

#### **4/02/20 Public Representation**

None.

#### **5/02/20 Planning Matters**

- a) 20/00194/HOU - First floor extension, rear dormer, velux windows to front and associated works at 35 Effingham Road, Harden.
- b) 19/05007/MAF - Continuation of recycling construction and demolition waste and the restoration of the quarry at Midgeham Cliff End Quarry, Ryecroft Road, Harden.
- c) 20/00292/HOU - Two storey side extension at Harden Brow Farm, Keighley Road, Harden.

#### **Resolved:**

The Village Council has no objection to applications 20/00194/HOU or 19/05007/MAF but objects to application 20/00292/HOU on the following grounds: -

- The windows/French doors are not sympathetic to the character of the building.
- There are no details about the possible use of old stone to create a match with the existing structure.

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

#### **6/02/20 Climate Emergency**

Members discussed an outline climate crisis communications & engagement plan prepared by Cllr Townsend (circulated separately) and also noted reference to the allocation of budget in 2020/21 by Bradford Council towards: -

- Supporting community groups to take part in projects in their areas to cut carbon, increase biodiversity and switch to renewable energy (£360,000).
- Roll out of further 20mph zones in the district (£140,000).

Cllr Ahmed stated she had signed up to start a plastic free Harden campaign.

The Clerk stated he had been contacted about a possible joint event with the Churches and he had replied positively, suggesting that a climate event and exhibition could be organised in the Summer.

Cllr Townsend stated that she could arrange input with poster design and printing at little cost, to progress the communications plan. She also enquired about interest in a tree planting event later in the year.

**Resolved:**

- The Clerk to forward queries about the Council budget to Cllr Sullivan who will make further enquiries on how, or if, the Village Council and Harden Groups can benefit.
- To progress the climate crisis communications & engagement plan, with minor tweaks to timings as discussed.
- The Clerk to develop and publish content about the climate emergency on the Village Council's website and to provide details of an online climate forum (<https://forum.climateemergency.uk>) and work done by Holme Valley Parish Council on a climate strategy and action plan (<https://tinyurl.com/vdree74>).
- To progress a climate event and exhibition and a tree planting event later in the year.

**7/02/20 Traffic & Transport Update**

Members discussed a Harden Traffic Study report provided by Met Consultancy Group and a summary document prepared by Cllr Townsend (both circulated separately). An update was provided following a recent meeting with Bradford Council Highways.

It was noted that the meeting had been positive, with enthusiasm shown towards some of the ideas discussed, including an active travel route. However, ideas for 20mph speed limits were less welcome, as to be effective they have to rely on physical speed reduction measures, to influence driver behaviour.

It was also noted that there could be an opportunity to put forward a small scheme for consideration from the 2019/20 Shipley Area Committee capital works programme (Member's nominated schemes). Members discussed a proposed footpath scheme at the bridge by the Malt Shovel.

**Resolved:**

- Cllr Townsend to make contact with Sustrans.
- Interested Members to meet on Monday, 9<sup>th</sup> March at 6.30pm to analyse the report received in more detail, reporting back to the next Council meeting with a clear view on priorities.
- Met Consultancy Group to be asked to finalise the report after feedback provided and any further explanations or points of clarification have been progressed.
- To note that the Bradford Council Highways Officer intends to follow up bus timetabling concerns with the operator. Cllr Townsend to provide further details to the Officer.

- The Clerk to provide details of the Malt Shovel scheme to Bradford Council Highways, with a copy to Cllr Sullivan to provide support as a Ward Councillor.

### **8/02/20 Exchange of Information**

Cllr Taylor mentioned a request by residents with regard to landscaping an area of grass at Lane End and providing a bench. The Clerk to refer to Bradford Council.

### **9/02/20 Yorkshire Local Councils Associations**

#### **Resolved:**

To approve attendance at the Yorkshire Local Councils Associations (YLCA) Spring Conference by Cllr Kirkham and to authorise related expenditure (booking fee £120 per delegate plus travel costs).

### **10/02/20 Correspondence**

- a) Email from the Shipley Area Co-ordinator re. the Bingley Rural Parish Council Partnership. Members agreed the meeting had value, but a stronger focus on specific issues would be welcome.
- b) Email response from Bradford Council re. planning enforcement at the Keighley Road development. Noted.
- c) Email from a resident re. climate change events. Noted.

### **11/02/20 Financial Matters**

#### **Resolved:**

- a) To authorise the following payments: -

<b>Payee</b>	<b>Cheque No.</b>	<b>Amount</b>	<b>Description</b>
Ken Eastwood	100727	£9	Mileage
Bradford MDC	100728	£802.48	Salary payment
Matthew Maddison	100729	£25	Winter maintenance
Information Commissioner's Office	100730	£40	Data protection registration fee
Met Engineers Limited	100731	£10,608	Traffic and transport study

- b) To authorise the Clerk's overtime claim (3.5 hours for NDP meeting).
- c) To note the following trial balances: -

<b>Harden Village Council</b>				
<b>1<sup>st</sup> February 2020</b>				
<b>Item</b>	<b>Budget 2019/20</b>	<b>Expenditure to date</b>	<b>Budget Remaining</b>	<b>Forecast Shortfall (-) / Surplus (+)</b>
Staff Costs	8,500	7,094	1,406	-850
Travel	300	105	195	50
Subscriptions	1,400	1,426	-26	-66
Insurance	500	440	60	22
Audits	200	293	-93	-93
Newsletter	850	240	610	370
Website	825	980	-155	-1,000
Parish Plan	1,000	0	1,000	1,000
Neighbourhood Planning	3,000	3,541	-541	-475
Training	750	230	520	395
Repairs	100	65	35	0
Stationery	200	201	-1	-50
PC equipment	250	677	-427	-427
Small grants	1,000	325	675	500
Horticulture	750	695	55	5
Projects & Assets	18,575	1,944	16,631	6,000
\$ 137	300	76	224	175
Other	125	0	125	125
	<b>38,625</b>	<b>18,333</b>	<b>20,292</b>	<b>5,681</b>

d) To note the following bank reconciliation: -

Cashbook balances

Balance 1 April 2019	18,405.92	
Add: income to date	38,891.42	
Less: expenditure to date	(19,960.46) (incl. VAT)	
Total:		<b>37,336.88</b>

Bank account balances 1 February 2020

Community Account	27,243.03	
Business Account	10,208.85	
Less: unpresented cheques	115	
Add: unbanked cash	0	
Total:		<b>37,336.88</b>

**12/02/20 Attendance at Meetings**

To note the next meeting of the Bingley Rural Parish Council Partnership is provisionally set for Monday, 9<sup>th</sup> March at 7pm (which conflicts with the Village Council Transport meeting).

Signed:

12<sup>th</sup> March 2020

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### **13/02/20      Minor Items and Items for Next Agenda**

There was a discussion about horticulture and the Clerk reiterated that authorisation for works and for approval of expenditure, including receipt of estimates and invoices for payment, needed to be completed by the first of the month for inclusion on the next meeting agenda and subsequent authorisation and approval.

A Bradford Council consultation on planning committee arrangements was discussed and will be included on the next agenda.

Members agreed in principle to reserve two places at an LGC Climate Conference in June, to be provisionally booked in advance of full authorisation at the next meeting, in order to benefit from a significant early bird discount.

The Clerk stated he had obtained proposals and estimates from several Auditors re. completion of the 2019/20 internal audit. To be included on the next agenda for authorisation.

### **14/02/20      Next Meeting**

Agreed that the next monthly Village Council meeting will take place on 12<sup>th</sup> March 2020 at 7.15pm in Harden Memorial Hall.

The Chair closed the meeting at 9.27pm.