

**MINUTES OF THE MONTHLY MEETING OF HARDEN VILLAGE COUNCIL
HELD ONLINE ON 11th June 2020 AT 7.15PM**

Present: Cllr Gerwyn Bryan (Chair)
Cllr Kay Kirkham
Cllr Ann Taylor
Cllr Falak Ahmed
Cllr Andy Macdonald
Cllr Jools Townsend
Cllr Paul Sullivan
Ken Eastwood (Clerk)

1/06/20 Apologies for Absence

None.

2/06/20 Disclosures of Interest

None.

3/06/20 Minutes of Meetings

- a) The minutes of the Village Council meeting held on 14th May, 2020 were proposed as a correct record by Cllr Taylor.
- b) The Outstanding Issues report was duly noted. The following items were discussed: -

- Skipton Properties and the Section 106 agreement for recreation facilities at St Ives. Cllr Bryan has discussed with the Chair of the Friends of St Ives and provided contact details.
- Neighbourhood planning feedback and arrangements for holding an online meeting on the 13th July.
- Progress with ongoing work on non-listed heritage buildings. More work is required in a few areas.
- The Clerk to make contact with the owner of the property adjacent to the former BT kiosk with regard to excavation works to the rear of the kiosk.
- Cllr Ahmed to draft a generic emergency plan based on the Bradford Council Local Emergency Plan template and example provided by the Clerk. To liaise with Cllr Townsend and present a draft to the next meeting.

4/06/20 Public Representation

None.

5/06/20 Planning Matters

- a) 20/01853/HOU - Remodelling of the property including elevation alterations, single storey extension, and loft conversion at Coytfield, Hill End Lane, Harden.

Signed:

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Resolved:

That the Village Council has no objection to the proposed development.

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

6/06/20 Policies & Procedures**Resolved:**

To approve for adoption revised and updated Standing Orders, Equality Policy, Financial Regulations, Health & Safety Policy and Risk Management Policy & Assessment (documents circulated separately).

7/06/20 Action Plan**Resolved:**

To approve for adoption revised Village Council Action Plan for 2020/21 (document circulated separately).

8/06/20 Horticulture

Members noted recent works by the gardener including placement of bark in the raised beds and planting out of the barrier baskets. Consideration was given to additional planting recommendations.

Resolved:

To authorise expenditure of up to £300 for replacement plants.

9/06/20 Traffic & Transport Update

The Clerk advised Members that an updated version of the Harden Traffic Study report had been received and circulated to Bradford Council, the Police and Crime Commissioner, local Policing Team and other Local Councils in Bingley rural. Feedback from the other Local Councils was discussed and it was noted that Bingley Town Council and Wilsden Parish Council had indicated they would consider the matter further at meetings on 23rd June and 6th July respectively.

Resolved:

- a) That an online meeting be arranged with 1 or 2 Members from each of the interested Local Councils.
- b) Cllr Townsend to liaise with Sustrans and enquire on possible participation in the meeting to provide further expertise on sustainable transport and travel. To obtain availability dates for after the 6th July.
- c) A copy of the report to also be shared with neighbouring Local Councils and with the Police and Crime Commissioner.

10/06/20 Climate Emergency

Cllr Townsend provided an update on the Climate Emergency and discussed a draft action plan, prepared as a supplement to the communications and engagement plan and setting out some basic actions that can be taken in 2020.

Resolved:

Cllr Townsend to circulate the draft action plan to Members for comments by 5pm on the 16th June. The finalised plan to be published on the website.

11/06/20 Defibrillator**Resolved:**

To authorise the defibrillator supplier, Defibshop, to undertake the annual health check and to authorise expenditure of £165.50 + VAT.

12/06/20 Zoom Subscription**Resolved:**

To authorise the Clerk to purchase an annual subscription to the Zoom online conference platform at £119.90 per annum + VAT (monthly equivalent £9.99).

13/06/20 Goit Stock

Members discussed complaints received with regard to littering and anti-social behavior at Goit Stock and reviewed actions taken and possible additional responses to the issues raised by residents. It was noted that the increased frequency of use during lockdown was unprecedented and that the issues appear to have lessened more recently.

Cllr Sullivan updated on actions taken in his capacity as Ward Member and advised that a community clean-up was being arranged for the coming Saturday.

There was a discussion about the possibility of establishing a Friends Group and the benefits that such groups can bring in terms of evidencing that local people are actively involved in the upkeep and management of an area. It was noted that the Village Council had previously had a role in facilitating a meeting amongst residents interested in forming a group and the Clerk provided details of the resident previously involved in coordination.

Resolved:

To note the various actions already taken and to support establishment of a Friends Group, if such interest emerges locally.

14/06/20 Exchange of Information

Cllr Macdonald updated Members on his ongoing contact with Bradford Council with regard to the condition of the culvert in the park and clearing of some self-seeded trees. It was noted that the Skipton Properties development will discharge surface water into the beck leading into the culvert.

If works are required on the culvert Members queried whether Skipton Properties should have some responsibility. Cllr Macdonald to pursue with Bradford Council.

Other Members summarised contacts from residents with regard to issues already discussed in the meeting.

15/06/20 Correspondence

- a) Email from Wilsden Parish Council re. traffic & transport. Noted.
- b) Email from Cullingworth Village Council re. traffic & transport. Noted.
- c) Email from Cllr Peter Ketley re. traffic & transport. Noted.
- d) Email from Wilsden Parish Council re. traffic & transport. Noted.
- e) Email from a resident re. nuisance and littering at Goit Stock Waterfalls. Noted.

16/06/20 Financial Matters

Resolved:

- a) To authorise the following payments: -

Payee	Payment No.	Amount	Description
Bradford MDC	2020-21-12	£1,163.85	Salary payment
Maddison Gardens	2020-21-13	£295	Horticulture
Bradford Council	2020-21-14	£360	Payroll Services
Ken Eastwood	2020-21-15	£143.88	Zoom subscription

- b) To note the following trial balances: -

Harden Village Council			
7th June 2020			
	Budget 2020/21	Expenditure to date	Budget Remaining
Staff Costs	9,000	1,899	7,101
Travel	300	10	290
Subscriptions	1,500	761	739
Insurance	500	0	500
Audits	400	0	400
Newsletter	850	0	850
Website	825	394	431
Parish Plan	1,000	0	1,000
Neighbourhood Planning	5,000	0	5,000
Training	400	0	400
Repairs	100	0	100
Stationery	250	0	250
PC equipment	250	0	250
Small grants	1,000	0	1,000

Signed:

Harden Village Council			
7th June 2020			
	Budget 2020/21	Expenditure to date	Budget Remaining
Horticulture	1,000	116	884
Projects & Assets	17,075	0	17,075
S 137	200	0	200
Other	125	0	125
	39,775	3,180	36,595

c) To note the following bank reconciliation: -

Cashbook balances

Balance 1 st April 2020	14,696.64	
Add: income to date	43,351.00	
Less: expenditure to date	(3,258.99) (incl. VAT)	
Total:		54,788.65

Bank account balances 7th June 2020

Community Account	44,573.48	
Business Account	10,215.17	
Less: unpresented cheques	0	
Add: unbanked cash	0	
Total:		54,788.65

17/06/20 Minor Items and Items for Next Agenda

The Clerk stated he had been contacted by Helen Keighley from Harden Congregational Church with regard to the Harden Covid-19 community support hub. The Shipley Area Office have stated they can no longer fund the hub and as a result, deliveries of fresh fruit and vegetables to vulnerable residents may have to stop. The hub has been supporting 18 residents in Harden, at a cost of approximately £50 per week.

It was agreed that the Clerk would explore this issue further with the Area Office and obtain more detail on eligibility criteria and the possibility of further funding from Bradford Council.

Members agreed to invite an application for a grant of £250, under the Village Council's small grants scheme, if funding cannot be secured from other sources.

18/06/20 Next Meeting

To confirm the date of the next virtual Village Council meeting as 9th July 2020, at 7.15pm.

The Chair closed the meeting at 9.07pm.

Signed: