

Harden Village Council



Clerk: Ken Eastwood, Harden Village Council, PO Box 572, Keighley BD21 9FE
clerk@hardenvillagecouncil.gov.uk 07850 049 487

Dear Councillor,

You are summoned to attend a monthly virtual meeting of Harden Village Council, to be held by video conference, on **Thursday 10th September, 2020** at 7.15pm.



Clerk to the Village Council

5th September, 2020

Meeting access details

<https://us02web.zoom.us/j/88051199794?pwd=VE5sZTlnYjdoTi9MNDVMaURiS0wyUT09>

Meeting ID: 880 5119 9794

Passcode: 663991

AGENDA

1. **Apologies for Absence**

To consider apologies offered.

2. **Disclosure of Interest**

To receive disclosure of personal and prejudicial interest from members on matters to be considered at the meeting.

- a) To receive declarations of interest from councillors on items on the agenda;
- b) To receive written requests for dispensations for disclosable pecuniary interest;
- c) To grant any requests for dispensation as appropriate.

3. **Minutes of Meetings (previously circulated to Members)**

- a) To agree the minutes of the Village Council meeting held on 9th July, 2020.
- b) To note the Outstanding Issues Report (information only, see Appendix 1).

4. **Public Representation**

Members of the public are invited to raise any matters of concern for a maximum of 15 minutes.

5. Planning Matters

To formulate observations relating to the following application: -

20/03589/HOU - Single storey side and rear extension and additional parking space at 8 Meadow Close, Harden.

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

6. Traffic & Transport Update

To review progress and planned actions following the Harden Traffic Study report undertaken by Met Consultancy Group. To approve or otherwise a shared statement on travel, transport and traffic, developed with other Bingley rural local councils (see appendix 2).

7. Goit Stock

To discuss Goit Stock issues and an online meeting held with Wilsden and Cullingworth Parish Councils.

8. Pay Award

To note the National Joint Council for Local Government Services (NJC) has agreed new pay scales to be implemented from 1st April, 2020. The pay award increases all NJC pay points by 2.75%.

9. Exchange of Information

To consider any concerns which may have been passed to the Village Council by residents.

10. Correspondence (see Appendix 3)

To receive the following correspondence and to formulate a response, if appropriate: -

- a) Email from Bradford Council re. Public Space Protection Orders.
- b) Email exchanges with a Harden resident re. post collection from Eldwick.
- c) Email from Shipley Area Co-ordinator's Office re. Cleaner Streets, Parks and Open Spaces Fund.

11. Financial Matters

- a) To note receipt of the 2019/20 external audit report (see Appendix 4).
- b) To authorise the following payments: -

Payee	Payment No.	Amount	Description
Bradford MDC	2020-21-22	£1,163.85	Salary payment
Maddison Gardens	2020-21-23	£165	Horticulture
Ken Eastwood	2020-21-24	£86.49	Expenses & mileage
Digital Nomads Ltd	2020-21-25	£210	Online survey subscription (Crowd Signal)

Payee	Payment No.	Amount	Description
The National Allotment Society	2020-21-26	£66	Membership renewal
Vision ICT Ltd	2020-21-27	£151.20	Email accounts

c) To note the following trial balances: -

Harden Village Council				
5th September 2020				
Item	Budget 2019/20	Expenditure to date	Budget Remaining	Forecast Shortfall (-) Surplus (+)
Staff Costs	9,000	4,227	4,773	-3,750
Travel	300	10	290	200
Subscriptions	1,500	1,475	25	0
Insurance	500	0	500	0
Audits	400	180	220	-20
Newsletter	850	0	850	0
Website	825	394	431	0
Parish Plan	1,000	0	1,000	1,000
Neighbourhood Planning	5,000	0	5,000	0
Training	400	0	400	200
Repairs	100	0	100	50
Stationery	250	0	250	100
PC equipment	250	0	250	0
Small grants	1,000	0	1,000	500
Horticulture	1,000	497	503	0
Projects & Assets	17,075	166	16,910	10,000
S 137	200	0	200	0
Other	125	0	125	0
	39,775	6,948	32,827	8,280

d) To note the following bank reconciliation: -

Cashbook balances

Balance 1 st April 2020	14,696.64	
Add: income to date	43,352.41	
Less: expenditure to date	(7,202.67) (incl. VAT)	
Total:		50,846.38

Bank account balances 5th September 2020

Community Account	40,629.80	
Business Account	10,216.58	
Less: unpresented cheques	0	
Add: unbanked cash	0	
Total:		50,846.38

12. Minor Items and Items for Next Agenda

To note minor items and items for the next agenda.

13. Next Meeting

To confirm the date of the next virtual Village Council meeting as 8th October 2020, at 7.15pm.

THIS IS A MEETING HELD IN PUBLIC - ALL WELCOME

(A full version of the agenda with appendices is available at <https://hardenvillagecouncil.gov.uk>)

Appendix 1: Outstanding Issues

Subject	Issues	Responsibility	Date of last action	Notes
Allotments	Written representations received on the need for allotments.	Clerk & Members	February 2020	Preferred site not supported by Bradford MDC. Cllrs Bryan and Macdonald mapping potential other sites. Unsupportive response received from Cllr Ferriby and the Chair of the Friends of St Ives. Cllr Bryan responded to the Friends of St Ives re. ecological allotments. Cllr Townsend also contacted a Conservation Officer.
Neighbourhood Planning	Ongoing project.	Council, Clerk & Integreat Plus	August 2020	Project Team meeting 1 st October, at 5pm.
Telephone Kiosk	Adoption from BT, renovation and usage.	Clerk	September 2019	To consider fit out after renovation. Contact made with Addingham Civic Society re. fit out.
Benches	Replacement of village benches on rolling programme.	Clerk & Cllr A Macdonald	December 2019	Two benches require concrete strip foundations (to be fitted weather permitting).
Traffic Study	Commission traffic survey(s) and expert recommendations	Clerk	March 2020	Agenda item.
Bingley St Ives	To consider registering the Estate, or parts thereof, as an Asset of Community Value.	Clerk & Chair	March 2020	Response sent to Bradford Council Estates Officer. Follow up sent 15 th March.

Appendix 2: Shared statement on travel, transport and traffic

Bingley Town Council
Cullingworth Village Council
Denholme Town Council
Harden Village Council
Wilsden Parish Council

This statement sets out shared views, opportunities and needs on transport, travel and traffic across the ‘Bingley Rural’ area, and makes clear our determination to bring about safe, sustainable and inclusive mobility. While there are some priorities and concerns specific to our different areas, we recognise the benefits of a joined-up approach

Our shared vision and goals

- > We want our streets, village centres, and green spaces, to be safe, pleasant, healthy and sustainable, so local people, and our many visitors, can access, use and enjoy them confidently, without fear.
- > We want to reduce vehicle speeds and traffic, and associated danger, pollution, noise and disturbance.
- > We want walking, cycling, riding, public and community transport to be pleasant, convenient, well-connected, to offer great alternatives to driving, and help everyone get around through healthy, climate-safe, inclusive means.

Opportunities for action

There are four inter-related areas of action we intend to work together to progress, informed by local evidence and views, while drawing on wider expertise, guidance and good practice:

Tackling speeding – we need to address the prevalent speeding issues that endanger lives and can make walking, cycling and horse-riding unpleasant and unsafe	Lower limits & people-friendly streets – we want to progress opportunities for lower speed limits, and to make clear that our streets are for people
Great walking and cycling routes – we aspire to our villages, towns and green spaces being well-connected by safe, enjoyable active travel routes, linking to strategic networks, towns and transport	Quality, coherent public transport – bus services need to be well-coordinated and connected (with one another, rail, community transport and active travel) to provide a quality, coherent offer

These areas of work are mutually-supportive, helping to create a positive feedback loop, with the benefits below.

The benefits of acting together, now

Achieving our aspirations above can help our communities and Bradford to:

- **recover and build back better, greener and fairer from Covid-19**, ensuring local transport and travel works for local communities and our environment;
- **benefit health and wellbeing for people across our villages, Bradford and beyond**, by encouraging active travel and enabling wider access to healthy outdoor exercise opportunities;
- **promote more inclusive access to local services, work and leisure opportunities**, including for the one in three people without car access, and supporting local economies;
- **respond to the climate emergency**, and help to ‘decarbonise transport’, now the biggest contributor of greenhouse gases, by improving access to and the appeal of sustainable modes, encouraging modal shift.

Opportunities are arising, as we emerge from Covid-19, which we want to seize, with increased walking and cycling, heightened appreciation of local spaces, and development of active travel networks. We have also glimpsed how our villages can be more peaceful and less polluted, but are now seeing traffic and speeds increase again.

Our offer of collaboration

> We are enthusiastic about working with together, and with our communities, Bradford Council, WYCA, West Yorkshire Police, and partners such as Sustrans and local transport operators, to bring this about, and connect local improvements with strategic developments and networks.

> We bring a wealth of knowledge on and experience in our localities, and a broad evidence and consultation base, to help identify exactly what's needed, and develop solutions that work well for local people.

> We recognise that by working together, we can create something of great benefit to local people and Bradford as a whole, while showing leadership on how rural areas can be effectively, sustainably connected for the sake of our communities, climate, health, inclusion and wellbeing.

We welcome discussion on achieving our aims: please contact clerk@hardenvillagecouncil.gov.uk

Appendix 3: Correspondence

Email from Bradford Council

Date: Wednesday, 26 August 2020

Parish Councils,

I know you have lots of discussions and receive complaints about dog fouling and dog control. Now is the time to have your say! Your comments will be used to shape how best to control these issues. **Therefore please could you formal response on behalf of the Parish Council by the 14th September 2020 as part of the PSPO process.**

Bradford Council is in the process of reviewing its Dog Control Orders/Public Space Protection Orders (PSPOs). This was started earlier in the year but was put on hold due to the coronavirus lockdown measures. The Council carrying out a formal consultation on the Dog Control PSPOs.

I would prefer that the Parish Council to email a responses to PSPO@bradford.gov.uk I can then reference this and give your comments the weight they deserve.

Please could you make as many people aware of the consultation as possible as we would welcome as many views as possible.

The best way for people to have your say is to complete the online survey:

<https://surveys.bradford.gov.uk/snapwebhost/s.asp?k=159740822872>

If you require any further information please contact Mark Benton on 07704 111 414 or email mark.benton@bradford.gov.uk.

Background for your information only

The planned PSPO covers five key areas:

- Failure to clear up your dog's mess.
- The keeping of dogs on leads in specified areas, this will help protect wildlife and increase the amenity of areas covered by the restriction.

- Leads by order – this covers the need for people to put and keep a dog on a lead when directed to do so by an authorised officer.
- Exclusion of dogs from certain areas - this includes enclosed children’s play areas – dog fouling is not only unpleasant and unsightly, but it also carries harmful bacteria that can blind children.
- Means to pick up – a person in charge of a dog must have and produce on request the appropriate means to pick up dog faeces deposited by that dog?

Evidence

The matrix below is a list of the complaints/incidents reported to the Bradford Council:

Year	Dog Fouling	Leads Straying Dogs	– Report of Dogs killed on roads	of Dogs on Lead/Exclusion	Dangerous Dogs
2015	964	438	41	6	408
2016	832	398	51	4	356
2017	799	337	25	5	353
2018	740	312	23	5	259
2019	783	244	35	3	294

In terms of the types of incidents reported these in the main include ‘dangerous dogs’ where one dog is attacking another, but can also include ‘wandering dogs’ where the animal is noted to be in a location alone with no owner responsibility. This situation can obviously be a risk to the dog itself but also any resident who may come across the animal without knowing its behavioural traits or current condition. These types of calls are all included within the statistic above.

Evidence summary

Analysis of data in relation to Dog fouling/ dog control supports the need to extend the existing orders. The data does not seem to support the introduction of new restrictions or changes to existing orders.

However there is some evidence that a limited number of Community Groups, Friends of Parks groups etc. wish to increase restrictions (e.g. introduce new dogs on leads area and dog exclusion areas) to some areas of the district such as parks and cemeteries.

Have a blanket simple order across the whole of Bradford has many advantages to residents and dog walkers. The main being **keeping it simple**.

Bradford Council is to start a consultation to convert the several dog control orders to a single order relating to dog fouling and control across the borough. Aiming to create a more consistent approach across Bradford and balance the needs of dog owners and other members of the community.

BDBC intends to convert the existing Dog Control Orders to a Public Spaces Protection Order (PSPO) under powers introduced by Government in 2014 for implementation autumn 2020. The order will replace outdated legislation relating to fouling and dog control.

Mark Benton

Environmental Crime and Public Space Protection Order Consultant
E-mail: mark.benton@bradford.gov.uk

Email exchange re. post collection from Eldwick

Date: 25 August 2020

Subject: Post collection from Eldwick

Hello Ken. I hope you are well. Like many residents of Harden I have on occasions been out when the postman has attempted to deliver a recorded letter or parcel. When this happens a postcard is left telling me I can collect the item from Eldwick Post Office on the other side of the Valley. It must have happened to me on at least a dozen occasions and it always frustrates me when we have a post office in Harden village. Travelling to Eldwick involves a round trip of about 7 miles and because of the distance necessitates travelling by car. Unfortunately whenever I go there is never a parking space available outside the PO and there are no parking spaces on street in that part of Eldwick. When you arrive you have absolutely no idea where to park on what is a very busy and quite dangerous stretch of road. The streets nearby have no parking either and are quite narrow so you have to do a 7 point turn just to turn around. In the end you have no option but to go back home and try again on another occasion - thus making your journey a complete waste of time and petrol, or risk parking on double yellow lines whilst you nip in for your post or park in the centre of bingley and catch a bus or just walk the whole 7 miles there and back. To be honest its difficult to imagine a worse site for a post office for customers arriving by car than Eldwick PO.

I wonder therefore if the Parish Council could lobby the Post Office, Local MP, Postal Affairs Minister, Prime Minister, Queen or whoever might be able to assist Harden residents to collect their undelivered mail from Harden PO or at least a post office this side of the valley which is closer to Harden and which has parking facilities within a few yards. It does seem very unfair that Harden residents are put to such inconvenience.

From: Ken Eastwood

Sent: 25 Aug 2020

Subject: Re: Post Collection from Eldwick

Hello Kevin,

The Council tried to deal with this issue back in 2016. I pursued a complaint with the Postal Review Panel, which was not successful and we tried to challenge that through the Postal Redress Service, without success. I attach some of the correspondence for interest and information.

I'm afraid we followed and exhausted all channels of complaint.

You might want to raise this directly with your MP (email daviesp@parliament.uk). I can't recall if we raised it with the MP in 2016, I've a feeling we did but can't find any correspondence.

I do share your frustration with this. The Council also had sympathy with the operator of the Post Office in Harden, who made representations on how these arrangements potentially impacted negatively on his business.

Date: 26 August 2020

Subject: Re: Post Collection from Eldwick

Ken thank you for your reply along with copies of your correspondence on this matter. I am unsure how an Eldwick petition can be given weight but RM have prohibited a similar petition in Harden. Was the Eldwick petition collected in Eldwick Post Office? If so The PO appear to be treating Harden differently and by extension the residents of Harden differently to residents of Eldwick. In any event would there be scope for collecting a petition outside the post office - maybe using one of the Harden Residents facebook sites.

I suppose a legal challenge is something to think about - on the basis of a perverse decision or breach of natural justice by RM. It does seem to me perverse to regard Eldwick as an exception having regard to

a petition but not allow a similar petition to be taken into account by Harden Residents for similar treatment as an exception because postal workers may need to carry more stationary.

It would be helpful if in the first instance our local MP Philip Davies could support Harden residents in this matter. I realise Eldwick is also within Mr Davies' constituency but it's not as if we are calling for Eldwick to be closed down. I will forward this email to Philip and hope he can let us have his views. The bottom line really is that Eldwick is too far away for people of Harden to travel but equally and in any event it is almost impossible to find anywhere to park close to Eldwick post office making it a most unsuitable location for a post office for people arriving by car as they would need to do if travelling from Harden.

Email from Ward Officer exchange re. post collection from Eldwick

Date: 6 August 2020

Subject: Wilsden / Harden Street Cleaners

Good Afternoon Wilsden and Harden Village Councils,

My colleague Stuart Russo is on leave at the moment, so I thought I'd give you an update on the above.

As I haven't been directly involved in the recruitment process, I'm afraid I don't know any detail, but the upshot is that two of the newly-recruited street cleaners have given back-word. There were no other suitable and available candidates and therefore unfortunately we have only one worker - who doesn't want to work any more than his allotted ten hours, and wants to work these hours in Cullingworth.

This means that we need to explore a couple of options with you –

- Undertake recruitment for the two vacant posts in the next round of recruitment. (We recruit in 'batches' when we have several posts to fill rather than just one or two).
- Explore recruitment through an agency. I've had a word with Damian to confirm that this would not cost your parish councils any additional money. We know from experience that sometimes agency staff are interested to stay on as 'employees' at the end of their contracts.

If you can give this some thought and let us know that would be appreciated. Please make sure that my colleagues are copied in.

Wendy Fisher
Ward Officer for Bingley Rural and Baildon wards
Shipley Area Co-ordinator's Office

Email from Shipley Area Co-ordinator's Office re. Cleaner Streets, Parks and Open Spaces Fund

Date: Monday, 17 August 2020

Good afternoon,

Shipley Constituency has received £50,000 for a Cleaner Streets, Parks and Open Spaces Fund.

Members of community groups are being invited to apply for environmental improvement project grants up to £2,000. We also want to encourage as many groups as possible to apply such as voluntary organisations, places of worship, Friends of Groups, charities and parish and town councils.

It provides an opportunity to get even more people engaged with helping to make a positive difference to their surroundings.

The grant funding can be used to cover a range of costs as long as they are in line with the aims of the fund. This includes buying tools and equipment such as paint and brushes, cleaning graffiti, providing signs, training and even measures to design out environmental crime.

Attached is the application form and accompanying information, with some suggestions of how the money can be spent. Could you please promote this initiative throughout your local area.

Kind regards,

ShIPLEY Area Co-ordinator's Office
ShIPLEY Town Hall, Kirkgate, ShIPLEY BD18 3EJ

Appendix 4: External Audit Report

Section 3 – External Auditor Report and Certificate 2019/20

In respect of **Harden Parish Council – WY0034**

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2020; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2019/20

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2019/20

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2020.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

30/07/2020

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2019/20 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)