

**MINUTES OF THE ANNUAL MEETING OF HARDEN VILLAGE COUNCIL
HELD ONLINE ON 4th MAY 2021 AT 7.15PM**

Present: Cllr Gerwyn Bryan (Chair)
Cllr Kay Kirkham
Cllr Jools Townsend
Cllr Falak Ahmed
Ken Eastwood (Clerk)

1/05/21 Election of Chair and Vice-Chair

It was proposed that Cllr Bryan be elected as Chair for 2021/22 by Cllr Kirkham, voted unanimously.

It was proposed that Cllr Kirkham be elected as Vice Chair for 2021/22 by Cllr Bryan, voted unanimously.

2/05/21 Apologies for Absence

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

3/05/21 Disclosures of Interest

None.

4/05/21 Minutes of Meetings

a) The minutes of the Village Council meeting held on 12th April, 2021 were proposed as a correct record by Cllr Kirkham.

b) The Outstanding Issues report was duly noted. The following matters were discussed: -

- Allotments – the Council plans to meet with Friends of St Ives to discuss community garden opportunities. Cllr Bryan to discuss with Cllr Taylor after the meeting.
- Telephone kiosk – Cllr Bryan has discussed painting with a local decorator who would charge £14 per hour. Members agreed to proceed on that basis.
- Traffic & Transport – a climate action funding proposal was submitted on time with agreement from Wilsden, Cullingworth and Denholme Local Councils and with involvement from Bingley Town Council. The bid is expected to be considered after the local elections. In parallel, Cllr Townsend has informed Bradford MDC Active Travel Team that a submission has been made. Cllr Townsend has had a further discussion with Bradford Council Highways with regard to a possible 20 mph scheme. Highways officers to discuss further and reply to Cllr Townsend shortly with comments and estimated costs.

5/05/21 Appointment of Representatives to Outside Bodies and Committees

Resolved:

To make the following appointments: -

Signed:

- a) YLCA Branch meeting representative – Cllr Kirkham.
- b) Parish Council Liaison representative – Cllr Ahmed.
- c) Neighbourhood Development Plan project team – Cllrs Kirkham, Bryan, Townsend and Taylor.
- d) Allotments project team – Cllr Bryan, Townsend and Taylor.

6/05/21 Annual Resolutions

Resolved:

To renew authorisation for Cllr Kirkham to inspect any land and/or premises which the Council has a right or duty to inspect, as lead Councillor for planning issues.

7/05/21 Annual Review of Standing Orders, Financial Regulations and Policies

Resolved:

- a) To note the annual review of Standing Orders, Financial Regulations and Policies and to confirm as satisfactory.
- b) To note that the Local Government Association (LGA) have published a new model code of conduct which has been endorsed by the National Association of Local Councils (NALC). A revised code of conduct for Harden to be presented for adoption at a future meeting.

(Existing policies can be viewed via the Council's website at

<https://hardenvillagecouncil.gov.uk/documents>).

8/05/21 Public Representation

None.

9/05/21 Planning Matters

Resolved:

That the Village Council has no objection to the following applications: -

- a) 21/01819/HOU - Two storey side and rear extension at 30 Ferrands Park Way, Harden.
- b) 21/01547/HOU - Construction of single storey extension in place of existing conservatory at 24 Wilsden Road, Harden.
- c) 21/02058/HOU - Alterations to existing garage and construction of single storey extension at Beckfoot House, Beckfoot Lane, Bingley.

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

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

10/05/21 Defibrillator

Resolved:

To authorise the defibrillator supplier, defibshop, to undertake the annual health check and to authorise related expenditure.

11/05/21 Secure Tool Store

Resolved:

To authorise the Clerk to progress purchase and installation of a suitable secure store at a location to be agreed with Bradford Council. To authorise related expenditure up to a maximum of £3,000.

12/05/21 Signage

Resolved:

To approve the final design presented for replacement boundary signage and to authorise expenditure up to £5,000, to include design and manufacture of 5 cast signs and two sets of posts and brackets.

To authorise the Clerk to arrange installation and authorise related expenditure of up to £750.

13/05/21 Village Council Action Plan & Climate Emergency

Members discussed outstanding actions from the 2020/21 action plan and the climate emergency plan.

Resolved:

Members to provide comments and updates to the Clerk. The plan for 2021/22 to be simplified and align issues reported to actions planned, include a timescale and lead Member for each item.

Cllr Bryan to discuss actions from the climate plan with Cllr Hawthorne including tree planting and seeking ideas and input from the public.

Cllr Bryan to progress actions on reducing waste, litter and plastics.

14/05/21 Newsletter

Members discussed the newsletter planned for the end of June.

Resolved:

To include articles on climate change, identification of land for allotments, tree planting and the environmental improvements resource agreed with Bradford Council.

All Members to consider further and provide content to the Clerk.

15/05/21 Future Meeting Arrangements

Members noted that The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 will not apply to meetings on or after 7th May 2021. Future meeting arrangements were discussed and various options considered.

Resolved:

To suspend formal meetings of the Village Council until September.

To authorise the Clerk to make key decisions on behalf of the Council in line with the scheme of delegation.

To hold online meetings of Councillors in June and July, with public participation.

16/05/21 Exchange of Information

None.

17/05/21 Correspondence

- a) Email from resident re. benches and Harden WI. Noted. The Clerk to progress design and purchase of a suitable brass plaque.
- b) Email from resident re. Tittle Tattle. The Clerk to submit a short article.

18/05/21 Financial Matters**Resolved:**

- a) To receive the 2020/21 internal audit report and note the recommendations made.
- b) To note members reviewed the effectiveness of internal controls and authorise the Chair and Clerk to sign the Annual Governance Statement 2020/21 (section 1 of the AGAR).
- c) To approve the Accounting Statements 2020/21 (Section 2 of the AGAR) and authorise the Chair and Responsible Financial Officer to sign the 2020/21 return.
- d) To authorise the following payments: -

	Payment No.	Amount	Description
Ken Eastwood	2021-22-07	£9	Mileage
Bradford MDC	2021-22-08	£1,198.18	Salary payment
Town Parish Audit	2021-22-09	£180	Internal audit
LH Construction	2021-22-10	£2,500	War memorial works
Bradford MDC	2021-22-11	£366	Payroll SLA

- e) To approve payment of 7 hours overtime.
- f) To note the balances and bank reconciliation presented to the meeting.

19/05/21 Minor Items and Items for Next Agenda

The Clerk stated that further difficulties had been experienced with Barclays Bank and a compensation payment of £50 had been received. The Clerk discussed the possibility of switching to another bank. It was agreed to bring options to a future meeting for further discussion.

20/05/21 Next Meeting

The next meeting will be a meeting of Councillors and will be held on 10th June 2021 at 7.15pm. The Chair closed the meeting at 8.42pm.

Signed: