

**MINUTES OF A MEETING OF HARDEN VILLAGE COUNCIL  
HELD ON 9<sup>th</sup> FEBRUARY 2023 AT 7.15PM IN HARDEN MEMORIAL HALL**

**Present:** Cllr Gerwyn Bryan (Chair)  
Cllr Alun Kitsell  
Cllr Amy Wood  
Cllr Kay Kirkham  
Ken Eastwood (Clerk)

**1/02/23 Apologies for Absence**

Apologies were received from Cllr Falak Ahmed. The reason for absence was approved.

**2/02/23 Disclosures of Interest**

None.

**3/02/23 Minutes of Meetings**

- a) The minutes of the Village Council meeting held on 12<sup>th</sup> January, 2023 were proposed as a correct record by Cllr Wood.
- b) The outstanding issues report was duly noted. Cllr Kirkham asked the Clerk to add war memorial railings to the report. Cllr Bryan advised that he would be meeting an Emergency Planning Officer from Bradford Council on Tuesday, to review Harden's emergency plan. He also stated that he has approached three firms of Chartered Surveyors requesting proposals for identification of land suitable for use as allotments in Harden.

**4/02/23 Public Representation**

None.

**5/02/23 Welcome to Harden Illustrated Map**

Members discussed a graphic design proposal and quotation to create a welcome map illustration.

**Resolved:**

- a) To authorise expenditure of £1,161.60 + VAT to commission the design work.
- b) That the Clerk will make enquiries with Bradford Council with regard to location and any required consents.
- c) That the noticeboard will be finished in black with gold lettering.

**6/02/23 Exchange of Information**

Cllr Kirkham stated she would endeavour to provide information on bus services to the Clerk who will write to the West Yorkshire Combined Authority about issues raised.

**7/02/23 Audits**

**Resolved:**

- a) To appoint Town Parish Audit as the Council's Internal Auditor for the 2022/23 financial year.

Signed:

9<sup>th</sup> March 2023

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- b) To authorise expenditure of £190 to undertake the audit and estimated expenditure of £300 + VAT for completion of the external audit (by nationally appointed auditors).

### **8/02/23 Local Council Elections**

The Clerk outlined the procedure to stand for election as a Harden Village Councillor. Members discussed arrangements for a drop-in session with existing Councillors, being held from 10:00 to 12:00 on Saturday, 25<sup>th</sup> February in the Memorial Hall.

#### **Resolved:**

- a) That the Clerk circulates posters advertising the drop-in event and these be distributed as follows: -

Cllr Kirkham – shops and the pub  
 Cllr Bryan – golf club  
 Cllr Wood – churches  
 Cllr Kitsell – garden centres

- b) That the Clerk publishes appropriate content on the website and via social media.

### **9/02/23 Correspondence**

- a) Email and quotation from Town Parish Audit. Noted.  
 b) Email from Shipley Area Office re. UK Shared Prosperity Fund (UKSPF). Noted.  
 c) Email from Shipley Area Office re. community payback pilot scheme. Members to consider footpaths in need of attention. The Clerk to circulate a Footpaths Plan.  
 d) Letter from Wilsden Parish Council re. neighbourhood plan consultation. Noted.

### **10/02/23 Financial Matters**

#### **Resolved:**

- a) To authorise the following payments: -

<b>Payee</b>	<b>Amount</b>	<b>Description</b>
Bradford Council	£2,174.29	Payroll
Ken Eastwood	£628.02	Thermal imaging camera & expenses
Harden Congregational Church	£25	Room hire
YLCA	£25	Training webinar
Starboard Systems Limited (Scribe Accounts)	£414.72	Accountancy package annual subscription

- b) To note the balances and bank reconciliation presented to the meeting.

**11/02/23      Minor Items and Items for Next Agenda**

Cllr Wood provided an update on the Green Action Group which had recently met. A litter pick is planned for Saturday and again in a month's time. The group are hoping to organize an event on Earth Day, 22<sup>nd</sup> April, holding stalls in Harden Congregational Church from 13:00 to 15:00. Work has progressed on the proposed survey about community energy and general interest in green issues.

There was a general discussion about maintenance of green spaces in the village and the possibility of the Village Council either paying for additional grass cuts or taking on responsibility for maintenance. The Clerk shared some detail of a Village Warden employed by another local council and was asked to include the matter as an agenda item for further discussion at the next meeting.

**12/02/23      Next Meeting**

Confirmed that the next meeting of the Council will be held on 9<sup>th</sup> March, 2023 at 7.15pm. The Chair closed the meeting at 8:05 pm.