



**WROSE**  
PARISH COUNCIL

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**Minutes of the Full Council Meeting of Wrose Parish Council  
Held on Thursday 9 June 2022 at St Cuthbert's Church, 71 Wrose Rd, BD2 1LN  
The meeting commenced at 7pm and ended at 9.15pm**

**Present:**

Councillors: Alex Ross-Shaw (Chairman), Kath Hirsh (from 19.03), Gillian Thorne and Pav Gosal

Clerk: Ruth Thompson.

Assistant Ward Officer: Andrew Rozee

TCV representative: Col Powell

Members of the public: 3

**1. (06/22) Chair's welcome and opening remarks**

Cllr Ross-Shaw welcomed everyone to the meeting, commenting that he hoped people had enjoyed the Platinum Jubilee celebrations.

**2. (06/22) Apologies**

2.1. To note any apologies received

Apologies received were **NOTED** from:

Cllr Susan Hinchcliffe

Cllr Dave Jessop. Cllr Dave Jessop dialled into the meeting on the phone but was not able to partake in any of the votes.

Cllr Ross-Shaw advised that Cllr Martin Humphreys had tendered his resignation from the Council, and this had been accepted. Cllr Ross-Shaw thanked Martin for all his previous work supporting Council projects.

2.2. To approve any reasons for absence submitted for consideration.

**RESOLVED** to approve the reasons for absence for Cllr Susan Hinchcliffe and for Cllr Dave Jessop.

**3. (06/22) To Note any Declarations of Interest**

3.1. To note declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests in the business to be transacted at this meeting.

No declarations of interest were made.

3.2. To approve any dispensation requests.

No requests to approve dispensation requests were made.

**4. (06/22) Public Participation**

4.1. To receive a report from the PCSO.

The PCSO was unable to attend so no report was provided.

4.2. To receive a presentation from Col Powell from TCV to discuss Wrose Quarry Wetlands.

Col Powell outlined the plans for the development of the former quarry site in Wrose. Wetland areas are to be created and footpaths improved to give all year-round access. The work has now been approved and delivery should take between 6 and 9 months.

4.3. Public participation session

A member of the public noted that several potholes in the area had been marked up so work on these was anticipated, but others had been left unmarked.

A member of the public asked who would be responsible for commenting in planning applications following the resignation of Cllr Martin Humphreys as he had done this work previously. Cllr Alex Ross-Shaw commented that individual councillors could consider if they wanted to comment on behalf of the Council on applications submitted for consultation.

A member of the public advised of their concern about a recently approved housing development which would make use of their unadopted road as an access point for the new houses. Cllr Alex Ross-Shaw advised that this was likely to be a civil matter and something that would not necessarily have been taken into account as part of the planning process. Cllr Pav Gosal confirmed that he had previously submitted an objection to the development on behalf of Wrose Parish Council.

Cllr Dave Jessop commented that not all the planters had been planted up yet. Cllr Gillian Thorne advised that this was still work in progress.

**5. (06/22) Minutes**

5.1. To approve the minutes of the Annual Parish Meeting of Wrose Parish Council held on 12 May 2022, as a true and accurate record of that meeting.

The Council **RESOLVED** to approve the minutes of the Annual Parish Meeting as an accurate record of that meeting.

5.2. To approve the minutes of the Annual Meeting of Wrose Parish Council held on 12 May 2022, as a true and accurate record of that meeting.

The Council **RESOLVED** to approve the minutes of the Annual Meeting as an accurate record of that meeting.

5.3. To approve minutes of the ordinary meeting of Wrose Parish Council held on 12 May 2022, as a true and accurate record of that meeting.

The Council **RESOLVED** to approve the minutes of the ordinary meeting of Wrose Parish Council as an accurate record of that meeting subject to a change in spelling of Gainsby to Gaisby at item 4.2 (Public participation).

## 6. (06/22) Planning

6.1. To consider planning applications received.

Reference	Address	Description	RESOLVED
22/02360/HOU Submit representations by 17 June 2022.	Grid Ref: 416276 436541 Location: 58 Brookwater Drive Bradford West Yorkshire BD18 1PY	Proposal: Construction of two storey rear extension and garage conversion. Front and rear dormer windows.	The Council <b>RESOLVED</b> to make no comment

6.2. To consider any other planning related issues.

No other issues were put forward for consideration.

6.3. To consider any planning enforcement issues.

No planning enforcement issues were brought forward for consideration.

## 7. (06/22) Wrose Parish Council

7.1. To consider applications from eligible candidates for the Wrose Parish councillor vacancy.

No applications for consideration had been received. Cllr Ross-Shaw asked councillors to reflect on who in their network might be interested in becoming a councillor as there were now two councillor vacancies.

7.2. To complete and approve the Annual Governance Statement.

The Annual Governance Statement was completed, and the Council **RESOLVED** to approve the statement.

Councillor Pav Gosal left the meeting room at 20.15

7.3. To consider, approve and sign Section 2, the accounting statements of the AGAR.

The Council **RESOLVED** to approve and sign Section 2, the accounting statements of the AGAR.

7.4. To consider a statement explaining variations from the previous year on Section 2, in the accounting statements of the AGAR.

The Council **RESOLVED** to approve the statement explaining variations from the previous year on Section 2, in the accounting statements of the AGAR.

7.5. To consider the bank reconciliation to be submitted to support section 2 of the AGAR.

The Council **RESOLVED** to approve the bank reconciliation to be submitted to support section 2 of the AGAR.

7.6. To consider the statement to be published for any No responses shown on Section 1 of the Annual Governance Statement.

The Council **RESOLVED** to approve the statement to be published for any No responses shown on Section 1 of the Annual Governance Statement.

Cllr Pav Gosal returned to the meeting at 20.23

7.7. To agree the dates for public inspection of financial records.

The Council **RESOLVED** that the dates for the public inspection of the financial records should run from Thursday 16 June 2022 until Wednesday 27<sup>th</sup> July 2022.

7.8. To consider the updated Asset Register.

The Council **RESOLVED** to approve the asset register subject to the removal of the entry for broom handles which the council **RESOLVED** would be donated to the scarecrow festival.

7.9. To consider the approach to the disposal of the old laptop formally in the possession of councillor Jessop.

The Council **RESOLVED** that Cllr Ross-Shaw should securely dispose of the old laptop.

7.10. To receive an update from Cllr Ross-Shaw on the cost of a new website from the existing supplier.

Cllr Ross-Shaw advised that he had now contacted 3 potential website suppliers, including the current website provider, to obtain quotes for a rework of the current website. All suppliers had been supplied with a specification document detailing the essential elements that would be required in the new website.

7.11. To receive an update from the Clerk on the move to internet banking.

The Clerk advised that the application had been prepared but now that Cllr Martin Humphreys had resigned a different 3<sup>rd</sup> councillor to act a signatory would be required.

The Council **RESOLVED** to add Cllr Gillian Thorne as the 3<sup>rd</sup> councillor signature and that no linked accounts with NatWest, RBS or the Post Office would be set up at this stage.

7.12. To note additional hours undertaken by the Clerk in April and May.

The additional hours that the Clerk has undertaken to date (15) were noted.

## 8. (06/22) Finance

8.1. To receive and approve the schedule of payments for June 2022 as listed below:

Payee:	Description of goods/services:	VAT	Total Value:
BMDC	Festival lights	£1000	£6000
Ruth Thompson	Printer Envelopes Postage	£24.99	£149.98 £1.25 <u>£8.53</u> <u>£159.76</u>
Information Commissioner's Office	Payment of registration fee (Setting up of direct debit has not been possible)		£40

The council **RESOLVED** to approve the schedule of payments for June 2022 as listed above.

8.2. To note May direct debits and automatic payments.

Payee:	Description of goods/services:	Vat	Total
HSBC	Bank Charges		£9
BG Business	All Alone Road – Street Lighting	£1.03	£21.74
BMDC	Payroll charge - March		£654.96

The May direct debits and automatic payments were **NOTED**.

8.3. To note payments approved by the Platinum Jubilee Working Group.

Payee:	Description of goods/services:	VAT	Total Value:
National Film Archive Paid in May	Jubilee Film	£15.93	£95.00
Alex Ross-Shaw To be reimbursed	High Viz Jackets Supplied by Elite Industrial Supplies Limited	£7.58	£67.50

The payments approved by the Platinum Jubilee Working Group were **NOTED**.

8.4. To note reissue of payment due to non-payment of cheque by HSBC and to consider whether to stop the original cheque issued.

Payee:	Description of goods/services:	VAT	Total Value:
Wrose Carnival	For the provision of public entertainment Replacement for cheque number 100639 issued in May 2022		£2000

The Council **RESOLVED** to reissue the cheque for £2000 to Wrose Carnival and to stop the original cheque.

8.5. To approve a bank reconciliation to 31 May 2022 (as evidenced by bank statement and ledger/cash book).

The Council **RESOLVED** to approve the bank reconciliation to 31 May 2022.

8.6. To consider the budget allocation of £2,000 to TCV for matched funding on the Wrose Quarry Wetlands project.

The Council **RESOLVED** to approve the budget allocation of £2000 To TCV for matched funding on the Wrose Quarry Wetland project.

#### **9. (06/22) Grants**

9.1. To receive an update on grant requests received.

The Council noted that it had received a grant of £250 for Jubilee celebration funding.

#### **10. (06/22) Council events, land, open spaces and utilities**

10.1. To receive an update from the Queen's Platinum Jubilee celebrations working group about how the event went.

The Council **RECEIVED** an update on the Queen's Platinum Jubilee celebrations held in Wrose which were deemed to have been a success with an estimated 200-250 people attending the evening band and firework display.

The Council **NOTED** that there were some lessons to be learned from the event including earlier promotion of events and how toilet facilities can be provided.

10.2. To consider quotes for a cabinet plate for All Alone Road.

The Council **RESOLVED** to place an order for a cabinet plate at a cost of £10

10.3. To consider quotes from Bradford Works.

The Council **RESOLVED** for Cllr Gillian Thorne to clarify the location of each planter covered by the quote supplied by Bradford Works and to investigate if planter maintenance was required for the planters by the old Library.

10.4. To receive an update on the progress of allotments for Wrose

Cllr Alex Ross-Shaw advised that there were no new updates to report.

**11. (06/22) Correspondence**

11.1. To note correspondence received not specifically dealt with on this agenda.

The Council **NOTED** that the following correspondence had been received:

An updated AGAR statement from the auditor.  
A list of postage sent by Cllr Dave Jessop.

**12. (06/22) Next meeting**

12.1. To confirm the date and time of the next ordinary meeting of Wrose Parish Council as, Thursday 14 July 2022 at 7pm. The Council **RESOLVED** that the date of the next meeting should be Thursday 14 July 2022 at 7pm.

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