



Minutes of the Ordinary Meeting of Wrose Parish Council held Thursday 14 October 2021, at 7pm at St Cuthbert's Church, 71 Wrose Rd, BD2 1LN

Present: Councillor Alex Ross-Shaw (Chairman), Councillor Martin Humphreys (Vice Chairman), Councillor Pav Gosal, Councillor K. Hirsh and Councillor Gillian Thorne, 2 members of the public.

Nicola Moorcroft (Locum clerk) – in attendance

Councillor Dave Jessop joined the meeting via the telephone

1/October 2021: Chairman's welcome and opening remarks

Councillor welcomed all present to the meeting of Wrose Parish Council

2/ October 2021: Apologies:

2.1/ October 2021: *To note any apologies received*

Apologies were received from Councillor Susan Hinchcliffe,

2.2/ October 2021: *To approve any reasons for absence submitted for consideration*

RESOLVED

To approve the reasons for absence submitted by Councillor Susan Hinchcliffe and Councillor Dave Jessop

3/October 2021: Declarations of Interest:

3.1/ October 2021: *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.*

There were none

3.2/ October 2021: *To approve any dispensation requests*

No dispensation requests were submitted for consideration

4/ October 2021: Public Participation:

Resident requested information on development at 78 Westfield Lane and the potential for water run-off to cross the street where there are no gullies to take away the water, and a site

on the Bradford Council Local Plan Allocations as a potential housing site. Residents were keen to understand how access and drainage would work.

Chairman made a commitment to speak to Planning Officers and feedback information on those issues.

5/October 2021. Minutes:

5.1/October 2021: To approve minutes of the ordinary meeting of Wrose Parish Council held 9 September 2021, as a true and accurate record of that meeting.

RESOLVED

That the minutes of the ordinary meeting of Wrose Parish Council held 9 September 2021, be approved as a true and accurate record of that meeting.

6/October 2021: Wrose Parish Council vacancy

6.1 /October 2021: To consider applications from eligible candidates for Wrose Parish councillor vacancy

Noted – no applications received.

RESOLVED

To readvertise the vacant office of Wrose Parish Councillor

7/ October 2021. Finance:

7.1/ October 2021: To receive and approve the schedule of payments for October 2021 as listed below:

Payee:	Description of goods/services:	VAT	Total Value:
LCC	Locum clerk services August 2021	£178.97	£1073.84
S. Baker	Grass cutting		£30.00
PKF Littlejohn LLP	External Audit 2020/21	£56.00	£336.00
Zurich	Insurance 2021/22	NA	£463.12

RESOLVED:

That all above invoices (presented at the meeting) be approved for payment and accounts settled with immediate effect.

Cheques signed by Councillor M. Humphries, to be countersigned by Councillor D. Jessop

7.2/October 2021: To approve a bank reconciliation for September 2021 (as evidenced by September bank statement and ledger/cash book)

RESOLVED:

That the bank reconciliation to 12 September 2021 be approved.

7.3/ October 2021: To note budget situation to date

RESOLVED:

That the budget situation to date be noted.

7.4 / October 2021 To consider action re: Interim report from PKF Littlejohn LLP (AGAR2020/21)

RESOLVED

That the council notes the following action, taken as instructed by PKF Littlejohn LLP:

- Interim report published on noticeboard and website
- Notice of public rights has been published on noticeboard and website

7.5 / October 2021 To note bank charges incurred for cancelled cheque

RESOLVED

That the £10 charge for cancelled cheque (payee lost cheque) be noted

7.6 / October 2021 To note response from HSBC re: complaint

That the complaint to HSBC has been acknowledged and £100 compensation credited to Wrose Parish Council account.

RESOLVED

That this be noted

7.7 / October 2021 To consider move to internet banking

RESOLVED

That Wrose Parish Council approve a move to internet banking as soon as new clerk/RFO is in post

7.8 / October 2021 To approve purchase of products (wreaths, etc) for Remembrance Sunday

RESOLVED

That, by virtue of s137 Local Government Act 1972, Wrose Parish Council approve the purchase of 2 Tommy signs, bearing 'Lest we forget message and parish council logo. Chairman to investigate delivery dates for 2021 – if not feasible, to order for 2022
Chairman to contact Bradford Highways Dept. with regards to display of said signs

7.7 / October 2021 To consider new noticeboard and associated costings

RESOLVED

That Wrose Parish Council work with Age UK regarding appropriate size and design for new noticeboard. Costings to be approved once size and design is agreed

8 / October 2021. Matters arising from previous meetings:

8.1 / October 2021 Queens Platinum Jubilee celebrations

8.1.1 / October 2021 To consider quotes provided for fireworks display

RESOLVED:

That a budget of £1000 +VAT be approved for fireworks display

8.1.2 /October 2021 To receive information regarding Wrose Carnival and fundraising
RESOLVED

That budget provision 2022/2023 includes £1,200 -£1,500 for Bonfire and Wrose Carnival fundraising events.

8.2 /October 2021 All Alone Road

Noted that invoice for additional work for private residents had been redirected to them via the contractor.

9 /October 2021. Staffing:

9.1 /October 2021 To approve NJC pay scale range for vacant post as (SCP 24-28 = £14.90-£16.75 per hour) dependent upon qualifications and experience.

RESOLVED

That NJC pay scale range for vacant post as (SCP 24-28 = £14.90-£16.75 per hour) dependent upon qualifications and experience be approved

9.2 /October 2021 To approve advert for clerk/RFO vacancy

RESOLVED

That the advert for clerk/RFO vacancy, as circulated, be approved.

9.3 /October 2021 To approve job description and person spec for new Clerk/RFO

RESOLVED

That the job description and person spec. for new Clerk/RFO, as circulated, be approved

9.4 /October To approve advertising strategy for the vacant post of Clerk/RFO and associated costs

RESOLVED

That the position be advertised with the YLCA (cost £15) and via press/social media release by Chairman

9.5 /October 2021 To approve the use of an application form to be submitted by all applicants for vacant post

RESOLVED

That the application form, as circulated, be submitted by all applicants for vacant post

9.6 /October 2021 To approve a deadline date and time for receipt of applications as 5pm on Friday 5 November 2021

RESOLVED

That the deadline date and time for receipt of applications is 5pm on Friday 5 November 2021

9.7 /October 2021 To approve process and timescales for interviewing prospective candidates and appointment of new clerk/RFO

RESOLVED

That the following process and timescales for interviewing prospective candidates and appointment of new clerk/RFO be approved:

- Applications received be considered for interview shortlist by Staffing Committee meeting held 11 November (after WPC meeting)
- Interviews to be held week commencing 15 November 2021
- Extra ordinary meeting of Wrose Parish Council to be convened to conform appointment of preferred candidate (early December 2021)

- New clerk/RFO to clerk in place for December meeting of Wrose Parish Council

10. /October 2021 Planning:

10.1 /October 2021 To consider planning applications received:

Reference	Address / Description	Wrose Parish Council decision:
21/04631/FUL	<p>Wrose Methodist Church Thornacre Road Shipley West Yorkshire BD18 1LB</p> <p>Demolition of the Wrose Methodist Church and the re-development of the site comprising of 5no. houses (a pair of semi-detached two storey dwellings, two detached two storey dwellings and a detached dormer bungalow) and associated works.</p>	<p>Wrose parish Council has no objections to this planning application.</p>
21/04757/LBC	<p>3 - 5 Snowden Road Shipley West Yorkshire BD18 1JD</p> <p>Internal alterations and additional windows</p>	<p>Wrose Parish Council objects to this planning application on the following planning grounds:</p> <p>That the building has historical significance. Such alterations require consultation Officers</p>
21/04735/HOU	<p>182 Wrose Road Bradford West Yorkshire BD2 1PS</p> <p>Raise height of garage and change garage roof from flat to pitched, new 1.8M boundary wall facing highway</p>	<p>Wrose parish Council has no objections to this planning application.</p>

10.2/ October 2021 To consider any other planning related issues

None raised

10.3/ October 2021 To consider any planning enforcement issues

None raised

11 /October 2021. Land and Open spaces:

11.1 /October 2021. To receive an update on progress of allotments for Wrose

Update provided by Chairman.

RESOLVED:

That Wrose Parish Council pursue tenancy at will for the allotment site, whilst legal process for conveyance of the land is ongoing.

11.2 /October Outdoor planting

Councillor Jessop explained that outdoor planting is in progress; cost to the Wrose Parish Council £588

12 /October 2021. Correspondence:

12.1 /October 2021. *To note correspondence received not specifically dealt with on this agenda:*

No further correspondence for consideration or noting

13 /October 2021. Next meeting:

13.1 /October 2021 *To confirm the date of the next ordinary meeting of Wrose Parish Council as, Thursday 11 November 2021*

RESOLVED

That the next ordinary meeting of Wrose Parish Council will be held on Thursday 11 November 2021 at 7pm in St Cuthbert's Church Hall.

Signed.....

Dated.....

