



WROSE

PARISH COUNCIL

Highcroft Youth Centre,
Snowden Road, Shipley,
Bradford BD18 1JD
clerk@wroseparishcouncil.gov.uk

Notice is hereby given that an ordinary meeting of Wrose Parish Council will be held at St Cuthbert's Church, 71 Wrose Rd, BD2 1LN on **Thursday 8 June 2023 at 7:00pm.**

The business to be transacted at this meeting is detailed below.

Ruth Thomps.

Ruth Thompson
Clerk/RFO
1 June 2023

AGENDA

1. Chair's welcome and opening remarks

2. Apologies

- 2.1. To note any apologies received
- 2.2. To approve any reasons for absence submitted for consideration

3. 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.
- 3.2. To approve any dispensation requests

4. Public Participation

- 4.1. To receive a report from the PCSO
- 4.2. Public participation session

Members of the public and press are invited to raise any questions or issues relating to the work of the Parish Council for a maximum of 15 minutes. Questions that cannot be readily answered may be brought up at the next convenient meeting.

5. Minutes

- 5.1. To approve the minutes of the Annual Meeting of Wrose Parish Council held on 11 May 2023, as a true and accurate record of that meeting
- 5.2. To approve the minutes of the Annual Parish Meeting of Wrose Parish Council held on 11 May 2023, as a true and accurate record of that meeting
- 5.3. To approve minutes of the ordinary meeting of Wrose Parish Council held on 11 May 2023, as a true and accurate record of that meeting

6. Planning

- 6.1. To consider planning applications received.

Reference	Address	Description
23/01590/HOU Response deadline 30 May 2023. Extension requested	Grid Ref: 416801 436755 Location: 1B Plumpton Gardens Bradford West Yorkshire BD2 1PF	Proposal: Conversion of garage to habitable room. Removal of garage door. Installation of new external door and window.
23/01814/HOU Response deadline 20 June	Grid Ref: 416174 437062 Location: 7 Hillary Road Shipley West Yorkshire BD18 1J	Proposal: Ramps to front and rear single storey extension to the rear for disabled person
23/01594/HOU Response deadline 20 June	Grid Ref: 416339 436986 Location: 17 Thorn Close Shipley West Yorkshire BD18 1NH	Proposal: Additional floor above existing house and garage to side. Extension to the front for hallway and larger habitable room.

- 6.2. To consider any other planning related issues

7. Council, events, land, open spaces and utilities

- 7.1. To receive an update from Cllr Alex Ross-Shaw on preparations for a summer food festival/market in Wrose and consider any actions required.
- 7.2. To receive updates from Cllr Alex Ross-Shaw on the provision of allotments in Wrose and consider any actions required.
- 7.3. To consider the response from YLCA in relation to All Alone Road and what action should be taken next.
- 7.4. To consider the application of wood preservative to the 2 planters outside the parade of shops on Highfield Road.
- 7.5. To consider the retrospective request by the Old Library to fund £140 for plants for the Wrose Parish Council planters outside their building.
- 7.6. To receive an update from the Clerk on the progress of the summer planting by Bradford Works and consider any actions required.
- 7.7. To consider the possible organisation structure for a Friends of Wrose Green Spaces Group
- 7.8. To consider ideas for additional projects to be supported by Wrose Parish Council in the year 23/24

8. Wrose Parish Council

- 8.1. To receive the report of the internal auditor and consider the effectiveness of the internal controls for Wrose Parish Council
- 8.2. To complete and approve Section 1 of the AGAR - The Annual Governance Statement.
- 8.3. To consider, approve and sign Section 2 of the AGAR, The Accounting Statements
- 8.4. To consider a statement explaining variations from the previous year on Section 2, in the accounting statements of the AGAR
- 8.5. To consider the bank reconciliation to be submitted to support section 2 of the AGAR.
- 8.6. To agree the dates for public inspection of financial records
- 8.7. To consider the request by the internal auditor to know whether Wrose Parish Council wishes to appoint them again for the financial year 24/25.
- 8.8. To consider the payment of £10 for an access card for use by the Clerk when hot-desking at Shipley Town Hall.
- 8.9. To consider whether the council wishes to send a representative to the June meeting of the Local Council Liaison Group.

9. Finance

- 9.1. To receive and approve the schedule of payments for June 2023 as listed below:

Payee:	Description of goods/services:	VAT	Total Value:
Ruth Thompson Clerk	Printer ink (Black only). £40.99 Stationery (files). £6.00 Postage £1.10	£6.83	£48.09
Information Commissioner's Office	Payment of Data Protection registration fee		£40
Wrose Carnival	Grant payment		£2000

- 9.2. To note May direct debits and automatic payments

Payee:	Description of goods/services:	Vat	Total
BG Business 21 March to 23 April	All Alone Road – Street Lighting	£1.03	£21.74

- 9.3. To consider a direct debit payment to BMDC for the payroll service level agreement at a cost of £390. With the direct debit payment being taken on 7 July 2023
- 9.4. To consider the setting up of a direct debit for the Data Protection Registration Fee
- 9.5. To consider the annual review of all direct debits currently in payment.
- 9.6. To note May bank interest of £0.00
- 9.7. To approve a bank reconciliation to 31 May 2023 (as evidenced by bank statement and ledger/cash book)
- 9.8. To note the budget situation to date

10. Grants

10.1. To consider any grant requests received

11. Correspondence

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

12. Staffing Matters

12.1. To note the hours undertaken by the Clerk in May

13. Next meeting

13.1. To confirm the date and time of the next ordinary meeting of Wrose Parish Council as, Thursday 13th July 2023 at 7pm
