



# WROSE

## PARISH COUNCIL

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

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### To All Members of Wrose Parish Council

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 11 April 2024 at 7:00pm.**

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

*Ruth Thomps*

**Ruth Thompson Cilca**

Clerk/RFO  
4 April 2024

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## AGENDA

### 1. Chair's welcome and opening remarks.

### 2. Apologies

- 2.1. To receive and note apologies from councillors who are unable to attend the meeting.
- 2.2. To consider acceptance of any reasons for absence.

### 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 consider whether to approve any dispensation requests received.

### 4. Public Participation

- 4.1. To receive a report from the PCSO
- 4.2. To receive any updates on items raised by members of the public at previous meetings and consider if any further actions are required.
- 4.3. Open 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 session time of 10 minutes.

Questions that cannot be readily answered may be brought up at the next convenient meeting.

## 5. Minutes

- 5.1. To approve minutes of the ordinary meeting of Wrose Parish Council held on 14 March 2024, as a true and accurate record of that meeting.

## 6. Items of a confidential nature

- 6.1. To consider if any remaining items on the agenda are of a confidential nature and therefore that members of the press and public be excluded from those items under the provision of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), during consideration of items of a confidential nature.

## 7. Planning

- 7.1. To consider planning applications received.

| Reference                                                                          | Address                                                                                        | Description                                                                                                 |
|------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| 24/00804/HOU<br><b>Response deadline: XX</b><br>Deadline extension requested       | Grid Ref: 416649<br>437201 Location: 2<br>Moorview Drive<br>ShIPLEY West Yorkshire<br>BD18 1LP | Proposal: Two storey side extension                                                                         |
| 24/01053/HOU <b>Response deadline 10 April 24.</b><br>Deadline extension requested | Grid Ref: 417036 436733<br>Location: 424 Kings Road<br>Bradford West Yorkshire<br>BD2 1NA      | Proposal: Single storey side extension and alterations to existing rear extension roof from pitched to flat |
| 24/01033/HOU. Response deadline 17 April 24                                        | Grid Ref: 416459 436444<br>Location: 115 Ridgeway<br>ShIPLEY West Yorkshire<br>BD18 1PJ        | Proposal: Side extension over existing garage                                                               |

## 8. Wrose Parish Council

- 8.1. To consider a draft Reserve Policy  
8.2. To consider the updated Schedule of Publications  
8.3. To consider the restatement of fixed assets as of 31 March 2023 and the current Asset Register  
8.4. To consider an update to the Insurance policy.  
8.5. To receive an update from the Clerk on the move to Yu Energy and consider any actions required.  
8.6. To consider the renewal of the payroll services contract and authorised signatories.  
8.7. To consider whether a representative from Wrose Parish Council will be attending the Local Council's Liaison Group Meeting to be held on 22 April at Ilkley Town Hall at 6pm  
8.8. To consider the publication of a Wrose Parish Council newsletter and whether it would include an article about considerate parking.

## 9. Council events, land, open spaces and utilities

- 9.1. To receive any updates on the provision of allotments and to consider any actions that are required at the current time including a review of the allotment risk register.
- 9.2. To receive updates on any groups interested in undertaking summer and autumn planting in Wrose and consider any contractor quotes that have been supplied.
- 9.3. To consider the maintenance of the Council owed land at Low Ash Road
- 9.4. To receive updates from Cllr Alex Ross-Shaw on discussions with the landlady of the Wrose Bull regarding the Summer Festival in Wrose and consider what actions are required.

## 10. Finance

10.1. To receive and approve the schedule of payments for April 2024 as listed below:

| <b>Paid to:</b>       | <b>Description of goods/services:</b> | <b>Reclaimable Vat</b> | <b>Total Value</b> |
|-----------------------|---------------------------------------|------------------------|--------------------|
| Ruth Thompson (Clerk) | Printing paper                        |                        | £4.15              |
| BMDC                  | Payroll – Service contract            |                        | £600.00            |
| YLCA                  | Membership Subscription               |                        | £1010.00           |

10.2. To note March direct debits and automatic payments

| <b>Paid to:</b>  | <b>Description of goods/services:</b> | <b>Reclaimable Vat</b> | <b>Total Value</b> |
|------------------|---------------------------------------|------------------------|--------------------|
| British Gas      | All Alone Road to 23 February         | £1.17                  | £24.70             |
| BMDC             | Payroll Costs - February              |                        | £1341.81           |
| Unity Trust Bank | Bank Service Charge                   |                        | £18.00             |

10.3. To note March 2024 receipts

| <b>Received from</b> | <b>Description of goods/services:</b> | <b>Amount</b> |
|----------------------|---------------------------------------|---------------|
| BMDC                 | Precept                               | £36,251       |
| Unity Trust Bank     | Interest                              | £318.74       |

10.4. To consider the bank reconciliation to 31 March 2024 (as evidenced by bank statements and ledger/cash book)

10.5. To note the budget situation to date.

10.6. To consider a transfer of funds from the current account to the savings account

10.7. To consider the financial year end figures and any carry forward adjustments required to the 24/25 budget.

10.8. To review and consider the draft agar accounting statements to be presented to the internal auditor.

## **11. Grants/Donations**

- 11.1. To consider any grant or donation requests received
  - 11.1.1. Wrose Carnival

## **12. Staffing Matters**

- 12.1. To note the Clerk's hours in March.

## **13. Confidential items**

- 13.1. To consider any items on the agenda that were identified as confidential.

## **14. Next meeting**

- 14.1. To confirm the date and time of the Annual Meeting of Wrose Parish Council as Thursday 9 May 2024 at 6.30pm.
  - 14.2. To confirm the date and time of the Annual Parish Meeting of Wrose Parish Council as Thursday 9 May at 7pm.
  - 14.3. To confirm the date and time of the next ordinary meeting of Wrose Parish Council as, Thursday 9 May 2024 at 7.30pm.
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