



Minutes of the Annual Meeting of Wrose Parish Council

Held on Thursday 9 May 2024 at St Cuthbert's Church, 71 Wrose Rd, BD2 1LN.

The meeting commenced at 6.35pm and ended at 7.08pm

Present:

Councillors: Jayne Allen, Kath Hirsh, Dave Jessop, Alex Ross-Shaw (part), and Gillian Thorne

Clerk: Ruth Thompson

Members of the public: 1 at start of the meeting.

1. (AM 05/24) Election of the Chair for 2024-25

1.1. Chair nominations and election.

Due to the advised delay of Cllr Alex Ross-Shaw (current Chair) it was **RESOLVED** to commence the meeting with Cllr Dave Jessop acting as Chair until the arrival of Cllr Alex Ross-Shaw.

A nomination for Cllr Alex Ross-Shaw to be elected as Chair for the municipal year 2024.25 was **RECIEVED**. No other nominations were received.

As Cllr Alex Ross-Shaw had confirmed his willingness to act as Chair for the municipal year 2024.25, it was **RESOLVED** to appoint him to this position.

1.2. To receive the Chair's Acceptance of Office documentation.

In the absence of Cllr Ross-Shaw it was **RESOLVED** to consider this later in the meeting.

1.3. To receive the Chair's opening remarks.

In the absence of Cllr Ross-Shaw it was **RESOLVED** to consider this later in the meeting.

2. (AM 05/24) Vice-Chair of the Council

Assessment of the need for a Vice-Chair and appointment:

It was **RESOLVED** not to appoint a Vice-Chair and that, if the Chair was not present at a Parish Council meeting, the question of who would act as meeting Chair would be determined at the start of that meeting.

3. (AM 05/24) Apologies

It was **NOTED** that no apologies for non-attendance had been received but that Cllr Alex Ross-Shaw had advised that unfortunately he would arrive late to the Annual Meeting.

4. (AM 05/24) Declarations of Interest

No interests were declared.

5. (AM 05/24) Election of members to committees of the Parish Council

Committees required for the year 2024-25.

It was **NOTED** that in certain circumstances a Staffing Committee might be helpful, for example, to enable appeals against decisions to be escalated to independent individuals. However, it was **RESOLVED** not to set up a Staffing Committee at the current time, but this decision could be reviewed in the future if necessary.

It was **RESOLVED** that, from time to time, the Parish Council might make use of a Policy Review Working Group to meet informally to review policies prior to them being presented at a Full Council meeting. It was **NOTED** that the group would have no decision-making authority but should enable a more thorough examination of policies to take place than was sometimes possible in the monthly Parish Council meeting.

6. (AM 05/24) Review of delegation arrangements

The current delegation arrangements were **NOTED** and confirmed.

6.52pm Councillor Alex Ross-Shaw arrived

Postponed Item 1.2

Cllr Ross-Shaw accepted the office of Chair of Wrose Parish Council, and his Acceptance of Office Documentation was **RECEIVED**.

Postponed item 1.3

Cllr Ross-Shaw took over from Cllr Dave Jessop as Chair of the meeting, he apologised for arriving late and thanked all the Councillors for re-electing him as Chair of Wrose Parish Council

The meeting then returned to item 6

It was **RESOLVED** to delegate up to £200 to the Clerk in consultation with the Chair to purchase a new projector.

7. (AM 05/24) Appointment of councillors to outside bodies

7.1. YLCA.

It was **RESOLVED** to appoint Cllr Alex Ross-Shaw and Cllr Gillian Thorne to act as councillor representatives with voting rights to YLCA.

7.2. Bradford Council Shipley Area Committee SCAPAG.

It was **RESOLVED** to appoint Cllr Gillian Thorne and Cllr Dave Jessop as representatives to SCAPAG.

7.3. Bradford Parish Council Liaison Group.

It was **RESOLVED** to appoint Cllr Gillian Thorne to Bradford Parish Council Liaison Group

8. (AM 05/24) Review of core governance documentation, insurance cover, subscriptions and direct debits

8.1. Standing orders and financial regulations.

The adequacy of the Council's standing orders were **CONFIRMED**.

It was **NOTED** that NALC had recently issued a new set of financial regulations that would need to be reviewed and tailored to the needs of Wrose Parish Council before presentation to the Parish Council for adoption.

8.2. Insurance cover.

The adequacy of the Parish Council's insurance cover was **CONFIRMED**.

It was **NOTED** that the recently purchased accident cover makes payments to the Parish Council in the event of a successful claim, principally to pay for someone to do the work that the person who had the accident was doing for the Council. It does not make a payment to the injured person to cover their losses. It was **RESOLVED** that when next renewing the insurance premium the Parish Council would reconsider whether this type of insurance was wanted.

8.3. Subscriptions review:

8.3.1. YLCA. - The subscription was **NOTED** and **CONFIRMED**

8.3.2. SLCC. - The subscription was **NOTED** and **CONFIRMED**

8.3.3. ICO - The subscription was **NOTED** and **CONFIRMED**

8.4. Direct debits review

8.4.1. Yu Energy – The direct debit to Yu Energy was **NOTED** and **CONFIRMED**

8.4.2. BMDC monthly payroll charge – The direct debit for the monthly payroll charge was **NOTED** and **CONFIRMED**

9. (AM 05/24) Councillor training

9.1. Training undertaken.

Training undertaken by councillors in the municipal year ending 23.24 was **NOTED**.

10. (AM 05/24) Review of section 137 expenditure

It was **NOTED** that no section 137 expenditure had been occurred in the municipal year 23.24.¹

11. (AM 05/24) Meeting dates.

11.1. Dates for full council meetings in the municipal year 2024-25.

It was **RESOLVED** that Wrose Parish Council would continue to hold an ordinary meeting at 7pm on the 2nd Thursday of the month at St Cuthbert's Church Hall.

12. (AM 05/24) Close of meeting.

It was **RESOLVED** to close the meeting at 7.08pm

¹ The Parish Council has now gained the general powers of competence
WPC Minutes Annual Meeting 09/05/2024 – V1.0.

