



Minutes of the Full Council Meeting of Wrose Parish Council

Held on Thursday 12 September 2024 at St Cuthbert's Church, 71 Wrose Rd, BD2 1LN.
The meeting commenced at 7.00pm and ended at 9.42pm

Present:

Councillors: Jayne Allen, Kath Hirsh (7.01pm), Dave Jessop, and Gillian Thorne

Clerk: Ruth Thompson

BMDC Area Office representative Ben Mcloughlin – Neighbourhood Warden

Members of the public: 2 at start of meeting with a 3rd joining at 7.01pm.

1. (09/24) Chair's welcome and opening remarks.

In the absence of Cllr Alex Ross-Shaw it was **RESOLVED** to appoint Cllr Dave Jessop as Chair of the meeting.

Cllr Dave Jessop welcomed everyone to the meeting and advised that he was pleased to see members of the public attending and had been trying to encourage others to do so.

Arrival of Cllr Kath Hirsh. 7.01pm

2. (09/24) Apologies

2.1. Apologies received in advance of the meeting from Cllr Susan Hinchcliffe and Cllr Alex Ross-Shaw were **NOTED**.

2.2. It was **RESOLVED** to accept the reasons of absence for Cllr Susan Hinchcliffe and Cllr Alex Ross-Shaw.

It was **NOTED** that Cllrs Susan Hinchcliffe and Alex Ross-Shaw were likely to be very busy in 2025 supporting the work of Bradford City of Culture.

3. (09/24) Declarations of Interest

3.1. No interests were declared

4. (09/24) Public Participation

4.1. PCSO Report – No PCSO attended the meeting, so no report was provided.

4.2. Updates on items raised by members of the public at previous meetings.

Work done by Cllr Alex Ross-Shaw to try to progress items previously raised were **NOTED**.

4.3. Open public participation session.

A member of the public raised their concerns about kitchen smells and smoke coming from the extractor fan at the Wrose Bull. A comment was also made about an increase in equipment generated noise. It was **RESOLVED** that **Cllr Dave Jessop** would contact the Wrose Bull to discuss the issue with them.

A member of the public raised their concerns about a change in the location of a boundary wall near their property. It was **RESOLVED** that **Cllr Dave Jessop** would meet with the resident to better understand the issue.

A member of the public raised concerns about potholes on Kingsway (near 49) and Westfield Lane (near 63-77). It was **RESOLVED** that **Cllr Dave Jessop** would review the locations and report the potholes to BMDC as necessary.

Cllr Dave Jessop advised that vermin have been seen in the long grass at Bolton Old Hall, Cheltenham Road, Wrose. **Ben Mcloughlin's** offer (Neighbourhood Warden) to pass this information on to the Environment Team at Bradford Metropolitan District Council (BMDC) was **NOTED** and gratefully accepted.

Cllr Dave Jessop advised that in the recent storms he had moved fallen branches from Wrose Road and asked **the Clerk** to add an item on the next meeting's agenda to discuss appropriate responses to deal with this type of issue. **Ben Mcloughlin's** offer to investigate if a BMDC out of hours emergency number could be shared with Cllr Jessop to enable him to report incidents such as this to obtain professional assistance was **NOTED** and gratefully accepted.

Ben Mcloughlin (BMDC Neighbourhood Warden) introduced himself to the meeting and gave an overview of his role. It was **NOTED** that Ben has experience supporting the work of parish council's and other groups in community led projects such as maintaining green spaces and litter picking events. He also has a wide network of contacts who may be able to assist with projects.

5. (09/24) Minutes

5.1. It was **RESOLVED** to approve the minutes of the ordinary meeting of Wrose Parish Council held on 8 August 2024, as a true and accurate record of that meeting.

6. (09/24) Items of a confidential nature

6.1. It was **NOTED** that the Clerk had an item that they wished to raise confidentially to protect the privacy of the individual concerned. It was **RESOLVED** to consider this in the confidential section of the meeting.

7. (09/24) Grants

7.1. Hermits Table Tennis Club visit.

Cllr Gillian Thorne provided a report on a visit by herself and Cllr Dave Jesso to Hermits tables tennis club to see how the recently awarded grant had been spent. The positive feedback by Cllr Gillian Thorne on the use of the grant and the vibrancy of the club was **NOTED**.

8. (09/24) Planning

8.1. The following planning applications were considered:

Reference	Address	Description	RESOLVED
24/02879/HOU	Location: Bolton Old Hall Cheltenham Road Bradford West Yorkshire BD2 1QQ	Proposal: Single Storey Detached Garage	Resolved to object on the basis that the building is not in keeping with its location next to a grade 2 listed building and the plans do not appear to be significantly different from those previously submitted and rejected.
24/03172/HOU	Grid Ref: 416653 437096 Location: 65 Westfield Lane Shipley West Yorkshire BD18 1LH	Proposal: Roof extension with rear dormer and front skylights. Replacement side porch.	Resolved to record a decision of no comment

9. (09/24) Wrose Parish Council

9.1. Insurance requirements and the updated asset register

It was **RESOLVED** that the Clerk would ask the insurance company for a variety of quotes based on different combinations of property insurance requirements.

It was **RESOLVED** to approve the updates to the current asset register

9.2. The draft complaints policy

It was **RESOLVED** to adopt the draft complaints policy.

9.3. The risk management policy

It was **RESOLVED** to confirm the adequacy of the current risk management policy.

9.4. The Foundation Level Local Councils Award.

It was **RESOLVED** to start informally working towards the Foundation Level Local Council Awards standard.

It was **NOTED** that financial transparency might be enhanced by noting in the minutes the reasons for the selection of a particular contractor where the council has a choice of suppliers.

9.5. LCLG meeting

The date, time and location of next Local Councils' Liaison Group meeting was **NOTED** as Tuesday 1 October at 6.00pm in person at Ilkley Town Hall.

It was **NOTED** that Cllr Gillian Thorne planned to attend the meeting and that Cllr Jayne Allen might also be able to attend.

10.(09/24) Council events, land, open spaces and utilities.

10.1. Wrose Wetlands

Concerns that the wetlands appeared to have dried out were **NOTED**. It was **RESOLVED** to ask Cllr Alex Ross-Shaw who might be the appropriate person to deal with this issue

10.2. The provision of allotments

In the absence of Cllr Alex Ross-Shaw it was **RESOLVED** to defer consideration of this item until the next meeting.

10.3. Updates and consideration of the management of green spaces in Wrose

The Clerk provided an update on an inspection of the barrier baskets and planters, and it was **NOTED** that some replanting was required and that the planned bulb planting should take place soon. The challenges of obtaining water for the baskets was also **NOTED** with one shop owner advising that they thought it was unacceptable for the council to be asking local businesses to supply water for the planters.

Following an offer by Ben McLoughlin it was **RESOLVED** to arrange a walk round with Ben to view the Parish Council's green spaces so that he could consider what help he might be able to provide

It was also **RESOLVED** to **delegate a budget of £300 to the Clerk** to pay for green space items such as plants, bulbs, compost, plant feed and possibly water storage containers, in the event that Ben was not able to supply what the council required.

Strimming of the parish council land near Low Ash Road was considered and it was **RESOLVED** that, due to health and safety concerns and councillor availability, this would not be done by councillors. It was **NOTED** that **Ben McLoughlin** might be able to provide the council with possible contacts who could undertake this work if necessary.

It was **NOTED** that shrubs might be an option for the old tree pit near Claremont Grove and this area would be included on Ben's walk round.

10.4. Remembrance activities in Wrose

It was **NOTED** that the parish council planned to put up the red Tommy signs, but the detailed service personnel's trail would not be put out this year.

It was **RESOLVED** not to purchase any additional remembrance items this year.

It was **NOTED** that other local organisation planned to mark the occasion, with the knit and natter group planning on supplying poppy displays and Age UK having an illuminated Tommy sign in their window

10.5. Reintroduction of the walking nativity

It was **NOTED** that Cllr Dave Jessop had contacted several local groups previously involved in the walking nativity. Unfortunately, the individuals who had previously produced scripts and customs were no longer available. An alternative could have been a walking Christmas song event. It was **NOTED** that St Cuthberts had advised that they would be happy to host the start of the event. However, after consideration, it was **RESOLVED** not to hold an event this year as, given the lead times to register and obtain permission for activities on the highway, it was felt that there was now insufficient time to properly plan the event.

10.6. Christmas plans including street illuminations

It was **NOTED** that the parish council planned to hold its annual Christmas market and work in partnership with other local organisations for a "Christmas in Wrose" event on Saturday 7th December. It was **NOTED** that Age UK planned to open a grotto for Santa to attend and a face painter had been booked.

It was **RESOLVED** not to purchase any additional street illuminations in the current year.

It was **RESOLVED** for **the Clerk** to ask Festival Lights to install and switch on the Christmas lights for the end of November so that they were ready for the start of Advent and the activities happening on Saturday 7 December.

10.7. Wrose Fest 2025

In the absence of Cllr Alex Ross-Shaw it was **RESOLVED** to defer this item to the next meeting.

10.8. Play in the Park events

It was **NOTED** that circa 450 children had attended the 2024 Play in the Park events in Wrose and parent feedback had been positive.

Requests by NHS recruitment to attend the event were **NOTED**; however, it was **RESOLVED** not to support this to ensure the event remained a child centred event.

It was **NOTED** that other organisations were interesting in providing child centred activities at next year's event but that they would have power requirements. It was **RESOLVED** that this could be considered when planning next year's Play in the Park events but that all organisations involved must have been agreed by the full parish council and appropriate safeguarding checks and insurance

documentation provided. Organisations should not attend the event without prior approval of the parish council.

The request by BMDC to confirm the dates for the 20 25 Play in the Park events was **NOTED**. It was **RESOLVED** that the proposed dates could be held by **BMDC** subject to budgetary approval which was likely to happen in January 2025.

9.27pm

*It was **RESOLVED** to extend the meeting until after 9.30pm in order to consider the items remaining in the agenda.*

10.9. Wrose Parish Council and Bradford City of Culture 2025.

In the absence of Cllrs Susan Hinchcliffe and Alex Ross-Shaw it was **RESOLVED** to defer this item to the next ordinary meeting.

11. (09/24) Finance

11.1. September payments.

It was **RESOLVED** to receive and approve the schedule of payments for September 2024 as listed below:

Paid to:	Description of goods/services:	Reclaimable Vat	Total Value
Ruth Thompson Clerk	Stationery A4 File: £2.50 Dividers £0.75 Stamp: letter to MGL director £0.85 A4 File: £2.00		£6.10
Alex Ross Shaw	Clerk's phone charge reimbursement June, July, August (3x£6)		£18.00

11.2. Other August payments.

Payments made in August that did not appear on August's schedule of payments but had been previously approved by the council as listed below were **NOTED**.

Paid to:	Description of goods/services:	Reclaimable Vat	Total Value
S Hicks	Partial refund of stall fees Approved at August meeting. Item 13.1		£7.50

11.3. Direct Debits

Direct debits or automatic payments made in August as listed below were **NOTED**.

Paid to:	Description of goods/services:	Reclaimable Vat	Total Value
Yu Energy	Electric supply to All Alone Road 1 to 31 July 2024	£0.87	£18.25
BMDC	Payroll charge - July		£1,097.16

11.4. August Income

It was **NOTED** that, as expected, no income has been received in August

11.5. Bank reconciliation.

It was **RESOLVED** to approve the bank reconciliation to 31 August 2024 (as evidenced by bank statements and ledger/cash book)

11.6. The Budget

The budget situation to date was **NOTED**

11.7. Unity bank multiscard and whether an application for a card should be made.

Given time constraints it was **RESOLVED** to defer consideration of this item until the next meeting.

12. (09/24) Staffing Matters

12.1. The Clerk's hours.

The Clerk's hours in August were **NOTED**.

13. (09/24) Confidential items

13.1. Additional information about issues relating to the provision of water for use in planters was shared with councillors. In the interest of individuals' privacy this information was treated as confidential.

14. (09/24) Next meeting

14.1. It was **RESOLVED** to confirm the date and time of the next ordinary meeting of Wrose Parish Council as, Thursday 10 October 2024 at 7.00pm.
It was **RESOLVED** to end the meeting at 9.42pm
