



Minutes of the Full Council Meeting of Wrose Parish Council

Held on Thursday 14 November 2024 at St Cuthbert's Church, 71 Wrose Rd, BD2 1LN.

The meeting commenced at 7.00pm and ended at 9.32pm

Present:

Councillors: Jayne Allen, Kath Hirsh, Susan Hinchcliffe (from 7.46pm),
Dave Jessop

Clerk: Ruth Thompson

Members of the public: 0 at start of meeting, 1 person arrived towards the end of meeting.

1. (11/24) Chair's welcome and opening remarks.

In the absence of Cllr Alex Ross-Shaw, it was **RESOLVED** that Cllr Kath Hirsh would act as the meeting Chair.

Cllr Kath Hirsh welcomed everyone to the meeting.

2. (11/24) Apologies

2.1. Apologies received from Cllrs Alex Ross-Shaw and Gillian Thorne were **NOTED**.

2.2. Acceptance of reasons for absence.

It was **RESOLVED** to accept the reasons for absence from Cllrs Alex Ross-Shaw and Gillian Thorne.

3. (11/24) Declarations of Interest

3.1. Declaration of Interests.

It was **NOTED** that Cllr Kath Hirsh is a member of the steering group and acts as Treasurer for Wrose Dementia Friendly Group which had submitted a grant application for consideration by Wrose Parish Council. It was **NOTED** that Cllr Kath Hirsh would not take part in discussions considering the grant application or vote in the decision.

3.2. Approval of any dispensation requests received.

No dispensations requests had been received.

4. (11/24) Public Participation

4.1. PCSO Report

No report was received for consideration

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

Actions by Cllr Alex Ross-Shaw on items previously raised were **NOTED**.

It was **NOTED** that Cllr Alex Ross-Shaw had advised that to be able to undertake investigation into the apparent absence of a planning application for building work at 4 All Alone Road, pictures of the new building would need to be supplied to him.

It was **NOTED** that Cllr Dave Jessop had had further discussions with the Wrose Bull about noise and smell issues. The establishment had advised that noise reduction filters are in place for their fridges and that cooking stops at 8pm, although the extractor fans do run to 9pm. It was **NOTED** that some odors were unavoidable due to the nature of the business which supports the local economy. It was also **NOTED** that Cllr Jayne Allen thought that there had been some improvement in the situation.

It was **NOTED** that, as part of the Christmas festivities, a brass band would perform outside the Wrose Bull on Saturday 14th December for 1 hour starting at 5.30pm.

Other community work undertaken by Cllr Dave Jessop was **NOTED** including clearing nettles and regular litter picking.

The recent deliberate damage to trees and play equipment in Claremont Park was **NOTED**

4.3. Open public participation session.

No members of the public were present.

5. (011/24) Minutes

5.1. It was **RESOLVED** to approve minutes of the ordinary meeting of Wrose Parish Council held on 10 October 2024, as a true and accurate record of that meeting.

6. (011/24) Items of a confidential nature

6.1. It was **NOTED** that no items were deemed confidential

7. (11/24) Grants

7.1. Grant requests.

It was **NOTED** that a grant request had been received from Wrose Dementia Friendly Group.

However, as only 2 councillors without an interest in the organisation were present, it was **RESOLVED** to postpone this item to later in the meeting. It was hoped that

Cllr Susan Hinchcliffe would arrive before the end of the meeting so the item could then be considered by the required minimum number of independent councillors

7.2. To consider a date to visit Wrose Buddies

It was **RESOLVED** to defer setting a date for a visit to Wrose Buddies to allow the group additional time to utilise their recently awarded grant. The postponement might also enable Cllr Gillian Thorne to participate in the visit.

8. (11/24) Planning

8.1. The following planning applications were considered:

| Reference | Address | Description | Resolution |
|--|--|---|---|
| 24/03716/HOU Response deadline 4 November . Extension requested | Grid Ref: 416169 436871 Location: 14 Oakdale Road Shipley West Yorkshire BD18 1PE | Proposal: Two-storey side extension and part two-storey/part single-storey rear extension | It was RESOLVED to record "no comment" on the BMDC planning portal. |
| 24/03451/HOU Response deadline 6 November . Extension requested | Grid Ref: 416485 436398 Location: 10 Brookwater Drive Bradford West Yorkshire BD18 1PY | Proposal: Demolition of double garage, two storey side extension, single storey rear extension. | It was RESOLVED to record an objection on the BMDC planning portal in the basis the size of the development would be out of character with the local area and overbearing. |

9. (11/24) Wrose Parish Council

9.1. Local Councils' Liaison Group Meeting Report

In the absence of Cllr Gillian Thorne no report was received. It was **RESOLVED** not to carry this item forward to the next agenda given the time that would have elapsed since the Liaison Group meeting was held.

9.2. Issues with the Clerk's printer

Continued problems with the Clerk's printer were **NOTED**, however some printing was still possible. It was **RESOLVED** to consider the issue again at the December meeting.

(11/24) Council events, land, open spaces and utilities.

9.3. Allotment provision.

Councillors discussed the resources implications of managing an allotment site. Some concerns were expressed as to whether the parish council would have sufficient resources to manage the project if a separate volunteer management group could not be established due to a lack of volunteers. It was also questioned

whether the parish council would want to take ownership of the land if providing allotments could not be achieved.

It was **RESOLVED** that the Clerk would produce a list of the work they had undertaken as an allotment officer at Bingley Town Council to gain greater understanding of the potential work involved.

9.4. Management of green spaces in Wrose

The completion of the planting of spring bulbs and planter refreshes near Low Ash School was **NOTED**. The planters on Wrose Road by the Co-op were in the process of being refreshed by a volunteer and the Clerk would finish the remaining 3 planters before the end of November.

It was **NOTED** that Cllr Jayne Allen had provided the Clerk with a contact number of a gardener. It was **RESOLVED** that **the Clerk** would contact them to discuss potential services although no immediate work was required.

It was **NOTED** that the Clerk had been in touch with an individual who was interested in setting up a food producing community garden in Wrose and was looking for available land to start the project. Councillors reviewed the suitability of land at Low Ash Road and Haslam Grove. It was concluded that the land near Low Ash Road would not be suitable due to the number of trees on the site and the desire for it to retain its garden qualities. It was concluded that the land at Haslam Grove might have some possibilities but when this land might become available was uncertain.

Cllr Susan Hinchcliffe arrived at 7.46pm

It was **RESOLVED** that **the Clerk** would contact the individual and advise that if they were interested in non-food production gardening at Low Ash Road a site viewing could be arranged so further discussions could take place. While the parish council did not know when land at Haslam Grove might become available the individual could also be invited to look at that site and further discussion take place on any potential involvement in the project by the group. Cllr Dave Jessop offered to show the individual the sites if required.

A further discussion on the capacity of the council to manage allotments took place.

9.5. Removal of the remembrance signs in Wrose.

It was **NOTED** with grateful thanks that Ray Hirsh had now taken down the remembrance signs.

It was **NOTED** that one sign had been removed and it was **RESOLVED** that the **Clerk** would update the asset register accordingly.

9.6. Christmas plans.

It was **NOTED** that **Cllr Alex Ross-Shaw** still needs to complete the market licence application.

It was **NOTED** that **Cllr Jayne Allen** volunteered to help trim Santa’s grotto and that an elf might be available to help on the day.

It was **RESOLVED** that **the Clerk** would purchase sweets to the value of £75 for use at Santa’s grotto with any surplus being used for Santa’s sleigh.

9.7. Christmas light storage and test for 2025.

It was **RESOLVED** to use BMDC for the storage and test of 18 Christmas lights for the 2025 at a cost of £990 plus VAT. It was **RESOLVED** that further quotes would not be obtained as councillors valued the continuity of service with the current provider on whose lampposts the lights had to be connected to.

9.8. Wrose Fest 2025

It was **NOTED** that the previous year’s music director had indicated that they were available on 19th July 2025.

It was **RESOLVED** that **Cllr Alex Ross-Shaw** should:

- Ask the individual to pencil in this date in their diary
- Liaise with other interested festival venue providers to see if this date was suitable for all.

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

It was **NOTED** that area co-ordinators had now been appointed by BMDC.

It was **RESOLVED** to postpone further consideration of this item until the December meeting when Cllr Hinchcliffe might have more information on the decoration packages available.

10. (11/24) Finance

10.1. It was **RESOLVED** to approve the schedule of payments for November 2024 as listed below:

| Paid to: | Description of goods/services: | Reclaimable Vat | Total Value |
|-----------------------|---|------------------------|---|
| Ruth Thompson (Clerk) | Bulbs, plants, plant food for barrier baskets and planters: <ul style="list-style-type: none"> • ACW • Swincar • Chana • ACW • Swincar Printing paper Printing Ink not previously claimed (purchased in June) | £26.98 | £161.85 £21.20 £12.00 £8.99 £11.95 £5.99 <u>£43.99</u> £265.97 |
| St Cuthberts | Hall hire – July, August, September Hall Hire – October, November, December | | £90.00 <u>£90.00</u> <u>£180.00</u> |

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

| Paid to: | Description of goods/services: | Reclaimable Vat | Total Value |
|-----------------|---|------------------------|--------------------|
| Zurich | Insurance Authorised in October meeting | | £567.45 |
| Wrose Buddies | Grant payment Authorised in October meeting | | £500.00 |
| Charlotte Banks | Partial refund of market stall fees Authorised in August meeting | | £7.50 |
| Alex Ross Shaw | Phone reimbursement – had been approved at the September meeting but bank authorisation was delayed | | £18.00 |

10.3. Direct debits or automatic payments made in October were **NOTED**.

| Paid to: | Description of goods/services: | Reclaimable Vat | Total Value |
|------------------|--|------------------------|--------------------|
| Yu Energy | Electric supply to All Alone Road 1 to 30 September 2024 | £0.98 | £20.48 |
| BMDC | Payroll charge - September | | £1,097.16 |
| Unity Trust Bank | Account fee – 1 months | | £5.40 |

10.4. Income received in October was **NOTED**.

| Paid from: | Description of goods/services: | Total Value |
|-------------------|---------------------------------------|--------------------|
| | | None |

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

10.6. The budget situation to date was **NOTED**.

10.7. Bank transfers

It was **RESOLVED** to transfer £2000 from the savings account to the current account.

10.8. Projects for the draft budget 2025.26

A discussion was held regarding projects to be undertaken in 2025.26 and the budget implications of these.

It was **RESOLVED** that **Cllr Kath Hirsh** would update the draft budget she had produced in line with the points raised in the discussion and this would be presented at the December meeting.

It was **NOTED** that normally budgets would be set following a review of an organisation's strategic plan. It was **RESOLVED** that **the Clerk** would include an item

on the January meeting agenda to consider the vision and goals of the parish council which would then be normally reviewed in September/October of each year.

10.9. Addition of councillors to the bank mandate

The process for updating the bank mandate was **NOTED**.

It was **RESOLVED** that Cllr Jayne Allen would be given authority to authorise payments and Cllr Kath Hirsh would be given additional authority to submit payments. It was **NOTED** that where payments were submitted by Cllr Kath Hirsh she would not be able to then authorise those payments.

It was **RESOLVED** that **the Clerk** would start the process of updating the mandate and bring the necessary paperwork to be signed to the December meeting.

Following the earlier arrival of Cllr Susan Hinchcliffe, **Item 7.1 (grants received)** that had been postponed due to an insufficient number of councillors not connected with the charity, was now considered.

Cllr Kath Hirsh summarised the grant application but took no further part in the discussions and did not vote on whether to award the grant.

It was **RESOLVED** to approve a grant of £500 to Wrose Dementia Friendly Group subject to the standard conditions and **the Clerk** to advise the group of this.

It was **NOTED** that the next meeting of Wrose Dementia Friendly Group was on the 3rd Monday in December at St Cuthberts from 1.30pm to 3.30pm. It was hoped that **Cllr Jayne Allen** might be able to attend and that a photo showing some of the entertainment that the grant had provided be taken for use on the parish council's website.

*9.29pm It was **RESOLVED** to extend the meeting to allow the remaining items on the agenda to be considered before the meeting closed.*

11. (11/24) Staffing Matters

11.1. The Clerk's hours in October were **NOTED** as was the likelihood of a request at the December meeting for additional hours worked to be paid and unused holiday to be carried forward unless concerns about this approach were raised at this meeting.

12. (11/24) Confidential items

12.1. No items had been deemed to be confidential.

13. (11/24) Next meeting

13.1. It was **RESOLVED** to confirm the date and time of the next ordinary meeting of Wrose Parish Council as, Thursday 12 December 2024 at 7.00pm. It was **RESOLVED** to close the meeting at 9.32pm
