



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 Road, BD2 1LN on **Thursday 11 September 2025 at 7.00pm.**

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

Ruth Thomps.

Ruth Thompson Cilca
Clerk/RFO
4 September 2025

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. In Remembrance

- 3.1. To note the life and public service of former Wrose Parish Councillor Martin Humphreys and consider if any actions are required at the current time.

4. To Note any Declarations of Interest

- 4.1. 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 including that of Cllr Alex Ross-Shaw in relation to agenda item 12.2¹.
- 4.2. To consider whether to approve any dispensation requests received.

5. Public participation session

- 5.1. To receive a report from the PCSO if in attendance.

¹ Cllr Alex Ross-Shaw should be asked to leave the meeting for consideration of item 12.2
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- 5.2. To receive any updates on items raised by members of the public at previous meetings and consider if any further actions are required.
- 5.3. To note, or consider, any issues raised by members of the public to the Clerk or Councillors since the last meeting including:
 - a. Noise from fireworks.
- 5.4. 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.*

6. Minutes

- 6.1. To approve the minutes of the Ordinary meeting of Wrose Parish Council held on 14 August 2025, as a true and accurate record of that meeting.

7. Items of a confidential nature

- 7.1. 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.

8. Grants

- 8.1. To consider any grant requests

9. Planning

- 9.1. To consider the planning applications received

Reference	Address	Description
25/02949/HOU Response deadline 3 September . Response deadline extension requested.	Grid Ref: 416943 436811 Location: 8 Kingsway Bradford West Yorkshire BD2 1NE	Proposal: Proposed 2-storey side & rear extension
25/03039/HOU Response deadline 5 September . Response deadline extension requested.	Grid Ref: 416538 437129 Location: 13 Cotswold Avenue Shipley West Yorkshire BD18 1L	Proposed first floor dormer roof extension to front and rear
25/03107/HOU Response deadline 12 September . Response deadline extension requested	Grid Ref: 415891 437021 Location: 31 Snowden Road Shipley West Yorkshire BD18 1JD	Proposal: New boundary wall and access gates
25/03179/HOU Response deadline 18 September 2025	Grid Ref: 416459 436444 Location: 115 Ridgeway Shipley West Yorkshire BD18 1P	Proposal: Single story rear extension to create indoor pool.

- 9.2. To consider a response to EN0110023 - Calderdale Energy Park - EIA Scoping and Consultation and Regulation 11 Notification

10. Wrose Parish Council

- 10.1. To consider the report of the external auditor and whether any actions are required at the current time.
- 10.2. To consider the updated Training and Development Policy.
- 10.3. To consider the draft Freedom of Information Policy
- 10.4. To consider the updated Asset register
- 10.5. To consider the updated Risk Register
- 10.6. To consider whether the Clerk can spend the balance of the phone budget (£20) on a cover and/or screen protector for the phone.
- 10.7. To consider councillors signing up directly to the YLCA information service and the withdrawal of updates being forwarded to councillors via the Clerk²
- 10.8. To consider whether the Parish Council wishes to nominate a representative to be part of the negotiations for a review of the Charter, Planning Protocol.

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

- 11.1. To receive any feedback on the Play in the Park 25 events and whether any actions are required at the current time including whether to provisionally book the events for next year subject to budget review confirmation.
- 11.2. To consider the non-payment of stall fees at Wrose Live 2025 and what actions should be taken.
- 11.3. To consider if any November Remembrance activities are to be undertaken or supported.
- 11.4. To receive updates on Christmas activities in Wrose and consider what support the Parish Council might give to these
- 11.5. To receive any updates and consider the management of green spaces and planters in Wrose
- 11.6. To receive any updates on the provision of allotments and to consider any actions that are required at the current time.
- 11.7. To receive any updates from Cllr Ross-Shaw on play equipment that could be funded from Cil receipts and agreements with BMDC relating to the ongoing insurance and maintenance of these items.

² Please note that **ALL** councilors who currently receive updates would need to sign up to the YLCA service to achieve any time saving for the Clerk

12. Finance

12.1. To receive and approve the schedule of payments for September 2025 as listed below:

Paid to:	Description of goods/services:	Reclaimable Vat	Total Value
Ruth Thompson Clerk	Balloons for Wrose Live 2025 Mobile phone		£8.38 <u>£99.99</u> <u>£108.37</u>
PKF Littlejohn	External Audit report	£42.00	£252.00

12.2. To consider if the council will accept a self-certification³ from Councillor Alex Ross-Shaw as evidence of money spent on band refreshments at Wrose Live and if so to consider the approval of the amount spent (£22.50).

12.3. To note direct debits or automatic payments made in August

Paid to:	Description of goods/services:	Reclaimable Vat	Total Value
Yu Energy	Electric supply to All Alone Road 1 to 31 July 2025	£0.77	£16.20
BMDC	Payroll charge - July	£0	£1,193.08
Unity Trust Bank	Account fee – 1 month	£0	£6.00

12.4. To note that no income was received in August.

12.5. To consider the bank reconciliation to 31 August 2025 (as evidenced by bank statements and ledger/cash book)

12.6. To consider the 25.26 budget and the budget situation to date

13. Staffing Matters

13.1. To note the Clerk's hours in August 2025

13.2. To note that the 25/26 Local Government pay rates have now been agreed

14. Confidential items

14.1. To consider any items identified as confidential.

15. Next meeting

15.1. To confirm the date, time and location of the next ordinary meeting of Wrose Parish Council

³ Certificate to be provided direct to meeting by Councillor Alex Ross-Shaw
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