



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 9 October 2025 at 7.00pm.**

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

Ruth Thompson Cilca
Clerk/RFO
2 October 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. 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 including that of Cllr Alex Ross-Shaw in relation to agenda item 11.2¹.
- 3.2. To consider whether to approve any dispensation requests received.

4. Public participation session

- 4.1. To receive a report from the PCSO if in attendance.
- 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. To note, or consider, any issues raised by members of the public to the Clerk or Councillors since the last meeting

¹ Cllr Alex Ross-Shaw should be asked to leave the meeting for consideration of item 11.2

4.4. 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.*

5. Minutes

5.1. To approve the minutes of the Ordinary meeting of Wrose Parish Council held on 11 September 2025, 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. Grants

7.1. To consider any grant requests including:

7.1.1. Bradford North Junior Football Club

7.1.2. Wrose Dementia Friendly Group

7.1.3. Wrose Carnival – Request to change the use of grant funding

8. Planning

8.1. To consider whether to make any comments to the following appeals:

Reference	Address	Description
24/04693/FUL 25/00093/APPFL2 18 Sept 2025 (Response deadline 5 weeks from this date)	43 Cotswold Avenue Shipley West Yorkshire BD18 1LS	Proposal: Extension and conversion of existing garage to form dwelling

8.2. To consider the planning applications received

Reference	Address	Description
25/02092/HOU Response deadline. 1 October Deadline extension requested	Grid Ref: 416431 437066 Location: 7 High Ash Shipley West Yorkshire BD18 1NA	Proposal: Single storey side and rear extension
25/02893/FUL Response deadline. 7 October Deadline extension requested	Grid Ref: 416308 437328 Location: 28 West View Avenue Shipley West Yorkshire BD18 1NG	Proposal: Single storey rear extension to lower ground floor to create self-contained annexe. Loft conversion including front and rear dormer windows and internal alterations.

9. Wrose Parish Council

- 9.1. To consider the Insurance renewal quotes and immediate payment of the selected quote.
- 9.2. To consider what period to renew the Parish Council's domain for.
- 9.3. To consider the updated IT policy
- 9.4. To consider the approach to councillor data protection training
- 9.5. To consider councillors signing up directly to the YLCA information service and the withdrawal of updates being forwarded to councillors via the Clerk²
- 9.6. 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.
- 9.7. To consider the council's Vision and Goals in preparation of 26.27 budget setting.

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

- 10.1. To receive any updates on the Play in the Park 25 events and to consider whether to provisionally book the events for next year subject to budget review confirmation.
- 10.2. To consider actions to support Remembrance activities in Wrose including the dates for installation of Tommy signs
- 10.3. To receive updates on Christmas activities in Wrose and consider what support the Parish Council might give to these
- 10.4. To consider arrangements re Christmas light switch on (dates, installation requirements and quote) and whether any additional Christmas light installations should be purchased
- 10.5. To receive any updates and consider the management of green spaces and planters in Wrose including:
 - 10.5.1. The ongoing management of planters and barrier baskets
 - 10.5.2. Involvement in Rehome a Wild Uplands butterfly! | Bradford 2025
- 10.6. To receive any updates on the provision of allotments and to consider any actions that are required at the current time including the wording of a data audit letter
- 10.7. To receive any updates from BMDC Parks Team on play equipment that could be funded from Cil receipts and agreements with BMDC relating to the ongoing insurance and maintenance of these items.
- 10.8. To consider the commencement of planning for Wrose Fest 2026

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

11. Finance

11.1. To receive and approve the schedule of payments for October 2025 as listed below:

Paid to:	Description of goods/services:	Reclaimable Vat	Total Value
BMDC	Play in Park Event	£0	£3850.00
BMDC	Watering summer bedding	£0	£634.00
St Cuthberts	Room hire: July Aug Sept	£0	£90
Alex Ross-Shaw	Clerk's phone costs June, July, August, Sept each at £6		£24
Ruth Thompson Clerk	Phone case and screen protector Stamp for invoice to Stanny's Caribbean	£0	£20.00 £1.70 <u>£21.70</u>

11.2. 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).

11.3. To note direct debits or automatic payments made in September

Paid to:	Description of goods/services:	Reclaimable Vat	Total Value
Yu Energy	Electric supply to All Alone Road 1 to 31 August 2025	£0.88	£18.38
BMDC	Payroll charge - August	£0	£1,193.08
Unity Trust Bank	Account fee – 1 month	£0	£6.00

11.4. To note that **£516.55 of interest income** was received in September.

11.5. To consider the bank reconciliation to 30 September 2025 (as evidenced by bank statements and ledger/cash book)

11.6. To consider the budget situation to date

11.7. To consider the salary budget for 26.27 in line with the financial regulations

11.8. To consider any updates regarding the missing donation cheque.

12. Staffing Matters

12.1. To note the Clerk's hours in September 2025

³ Certificate to be provided direct to meeting by Councillor Alex Ross-Shaw
WPC Public Notice and Agenda – 9 October 2025 –V1.0

13. Confidential items

- 13.1. To consider any items identified as confidential.

14. Next meeting

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