



WROSE

PARISH COUNCIL

Highcroft Youth Centre,
Snowden Road, Shipley,
Bradford BD18 1JD
clerk@wroseparishcouncil.gov.uk

Minutes of the Full Council Meeting of Wrose Parish Council

Held on Thursday 11 September 2025 at St Cuthberts Church, 71 Wrose Road, BD2 1LN.
The meeting commenced at 7.03pm and ended at 8.26pm

Present:

Councillors: Kath Hirsh, Dave Jessop, and Alex Ross-Shaw.

Clerk: On leave

Members of the public: 0 at start of meeting

1. (09/25) Chair's welcome and opening remarks.

The Chair opened the meeting and welcomed parish councillors.

2. (9/25) Apologies

2.1. Apologies received.

NOTED: Apologies had been received from Cllr Jayne Allen and Cllr Susan Hinchcliffe

2.2. Acceptance of Reasons for Absence

RESOLVED: That the reasons for absence provided be accepted.

3. (09/25) In Remembrance

3.1. Former Councillor Martin Humphreys

NOTED: The past contribution of former Wrose Parish Councillor Martin Humphreys was acknowledged with a minute's silence held in his memory.

RESOLVED: That a card of condolence would be sent to his family on behalf of the Parish Council and that **Cllr Susan Hinchcliffe** would organise this

NOTED: Cllr Dave Jessop will attend the funeral on behalf of the Parish Council.

4. (09/25) Declarations of interest

4.1. Declarations

NOTED: No new declarations of interest were made.
Cllr Alex Ross-Shaw has a standing interest in item 12.2.

4.2. Dispensation Requests

NOTED: No dispensation requests were received.

5. (09/25) Public Participation

5.1. PCSO report

NOTED: No PCSO attended, and no report was received.

5.2. Updates on Items Raised at Previous Meetings

NOTED: Re: query regarding tree height. Tree height not a legal issue, neighbour dispute, Cllr Alex Ross-Shaw has provided a link to general advice on BMDC website to be passed on to resident

5.3. Issues Raised Since Last Meeting

NOTED: Fireworks noise. The matter was not deemed a Parish Council issue. Cllr Alex Ross-Shaw advised BMDC position is for them to be more harshly regulated and even banned except with a licence for formal display.

5.4. Open Public Participation Session

NOTED: No members of the public were present. As such, no issues were raised.

6. (09/25) Minutes of the Previous Meeting

6.1. Approval of Minutes

RESOLVED: That the minutes of the meeting held on 14 August 2025 be approved as a true and accurate record.

7. (09/25) Items of a Confidential Nature

7.1. **NOTED:** There were no items requiring exclusion of press or public under the Public Bodies (Admission to Meetings) Act 1960.

8. (09/25) Grants

8.1. Grant Requests

The Chair reported a potential sponsorship opportunity with Bradford North Juniors.

RESOLVED: That **the Clerk** be requested to engage with the club to explore how sponsorship could be structured as a grant.

9. (09/25) Planning

NOTED: Cllr Alex Ross-Shaw did not take part in the planning discussion due to his Executive role at BMDC.

9.1. Planning Applications

RESOLVED: That Wrose Parish Council had no comment on the following applications:

- 25/02949/HOU – 8 Kingsway, Bradford BD2 1NE
- 25/03039/HOU – 13 Cotswold Avenue, Shipley BD18 1L
- 25/03107/HOU – 31 Snowden Road, Shipley BD18 1JD
- 25/03179/HOU – 115 Ridgeway, Shipley BD18 1P

9.2. Calderdale Energy Park EIA Scoping Consultation

RESOLVED: That the Council had no comment to make on this item.

10. (09/25) Wrose Parish Council

10.1. The External Auditor's Report

NOTED: The external audit report was received. The Council expressed thanks to the Clerk and Cllr Kath Hirsh.

10.2. The Training and Development Policy

RESOLVED: That the updated policy be approved.

10.3. The Freedom of Information Policy

RESOLVED: That the new policy be adopted.

10.4. The Asset Register

RESOLVED: That the updated Asset Register be approved.

10.5. The Risk Register

The Risk Register was reviewed for all risks and for the proposed additional health and safety related risks

RESOLVED: That the updated Risk Register be approved.

10.6. Phone Budget use

RESOLVED: That the Clerk may spend the remaining £20 of the mobile phone budget on a protective case and/or screen protector.

10.7. Individual Councillor sign up to the YLCA Information Service

RESOLVED: That this item be deferred until more members are present.

10.8. BMDC Charter and Planning Protocol

No nominations made at the meeting

RESOLVED: That the matter be deferred to allow Cllrs Jayne Allen and Gillian Thorne to consider representing the Council.

11. (09/25) Events, Land, Open Spaces and Utilities

11.1. Play in the Park 2025

NOTED Chair briefed members on complaint received by the service from some parents. BMDC undertaking a review of complaints. General feedback has been positive. Prices would be increased circa £80 per week

RESOLVED: not to book dates for **next year** until outcome of review is known

11.2. Wrose Live 2025 – Non-Payment of Stall Fees

RESOLVED: Agreed to note non-payment but not pursue legally. In the event they apply for future events the parish council would ask for unpaid money to be paid in addition to up-front payment for pitch at future event.

11.3. Remembrance 2025

NOTED: Still have tommy lamppost signs and soldier info boards minus one. Knitter Knatter knitting poppies.

RESOLVED: Agreed same actions as previous year – put up tommy signs and support Knitter Knatter yarn bombing. The Date for installation to be agreed closer to the time.

ACTION: Cllr Gillain Thorne to confirm whether the full height 'Tommy' figure has been secured. The Date for installation to be agreed closer to the time.

ACTION: Date for installation to be agreed closer to the time.

11.4. Christmas Activities 2025

NOTED:

Uncertain whether Santa Sleigh can go ahead this year. A grotto in Age UK probably needs the sleigh to make a good enough event.

Cllr Jayne Allen had provided an email update on Wrose Chapel but lack of internet access to check in meeting.

Carried over. Cllr Dave Jessop to discuss potential new lighting location next meeting.

RESOLVED: That no Christmas Market will take place.

11.5. Management of Green Spaces

NOTED: still need a plan for full-year management outside of when BMDC will water it

11.6. Allotments

NOTED: Cllr Alex Ross-Shaw sent round Sponge Tree thoughts after site visit. Discussion on proposals and ideas for the site. Discussion had over how to 'masterplan' the site and whether to direct commission an organisation to do it.

RESOLVED to carry over until the Clerk and other members present to discuss further.

11.7. Play Equipment funded by CIL

NOTED: Cllr Alex Ross-Shaw has been in contact with BMDC Parks team, who are visiting Claremont Park to look at options and feedback proposals

12. (09/25) Finance

12.1. **RESOLVED:** That the following payments for September 2025 be approved:

Payee	Description	VAT	Total
Ruth Thompson	Balloons and mobile phone		£108.37
PKF Littlejohn	External audit	£42.00	£252.00

12.2. Self-Certification of Expense (Cllr Alex Ross-Shaw)

RESOLVED: That the item be deferred due to lack of quorum caused by Cllr Ross-Shaw's interest.

12.3. Direct Debits – (August 2025)

NOTED: the following direct debits were paid in August:

- Yu Energy – Electricity for All Alone Road (July)
- BMDC – Payroll charge
- Unity Trust Bank – Account fee

12.4. Income

NOTED: No income received in August

12.5. Bank reconciliation

RESOLVED: That the bank reconciliation to 31 August 2025 be approved

12.6. Budget Review

RESOLVED: That the 2025/26 budget and year-to-date financial position be reviewed and noted.

13. (09/25) Staffing Matters

13.1. The Clerk's hours

NOTED: Clerk's hours for August

13.2. 25/26 Local Government pay rates

NOTED: Payrates now agreed

14. (09/25) Confidential items

14.1. No items identified as confidential.

15. (09/25) Next meeting

- 15.1. **RESOLVED** that the date, time and location of the next ordinary meeting of Wrose Parish Council would be Thursday 9 October, 7:30pm, St Cuthbert's Church, Wrose.
RESOLVED to close the meeting at 8.26pm
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