



# WROSE

## PARISH COUNCIL

Highcroft Youth Centre,  
Snowden Road, Shipley,  
Bradford BD18 1JD  
clerk@wroseparishcouncil.gov.uk  
[www.wroseparishcouncil.gov.uk](http://www.wroseparishcouncil.gov.uk)

---

Notice is hereby given that the Annual Meeting of Wrose Parish Council will be held at St Cuthbert's Church, 71 Wrose Road, BD2 1LN, on **Thursday 14 May 2026 at 6:30pm.**

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

*Ruth Thomps —*

**Ruth Thompson**  
Clerk/RFO  
7 May 2026

---

## AGENDA

### **1. Election of the Chair for 2026-27**

- 1.1. To receive nominations and elect the Chair for Wrose Parish Council for the municipal year 2026-27
- 1.2. To receive the Chair's Acceptance of Office documentation.
- 1.3. To receive the Chair's opening remarks.

### **2. Vice-Chair of the Council**

- 2.1. To consider if a Vice-Chair is to be appointed and if so, elect the Vice-Chair for Wrose Parish Council for the municipal year 2026-27.

### **3. Apologies**

- 3.1. To note any apologies received.
- 3.2. To consider whether to approve any reasons for absence submitted.

### **4. To Note any Declarations of Interest**

- 4.1. To note any 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.
- 4.2. To receive any written requests for dispensations for disclosable pecuniary interests and consider whether to approve any dispensation requests.

## **5. Election of members to committees of the Parish Council**

- 5.1. To consider if the Parish Council requires any committees for the year 2026-27 and if so, consider appropriate terms of reference and membership.

## **6. Review of delegation arrangements**

- 6.1. To consider the delegation arrangements to the Clerk.

## **7. Appointment of councillors to outside bodies**

- 7.1. To consider the appointment of up to two councillor representatives with voting rights to YLCA.
- 7.2. To consider the appointment of a councillor representative to Bradford Council Shipley Area Committee (SCAPAG).
- 7.3. To consider the appointment of a councillor to Bradford Parish Council Liaison.

## **8. Review of core governance documentation and insurance cover**

- 8.1. To consider the adequacy of the Council's Standing Orders, Financial Regulations and Code of Conduct.
- 8.2 To consider the minimum level of item value to be included on the AGAR asset register.
- 8.3. To confirm the adequacy of insurance cover and approach to risk management.

## **9. Review of Banking, Financial Controls, Subscriptions and Direct Debits**

- 9.1. To confirm bank signatories, arrangements for payments and the ongoing suitability of the current banking provider<sup>1</sup>
- 9.2. To review and note internal audit arrangements
- 9.3. To review subscriptions to:
  - 9.3.1. YLCA
  - 9.3.2. SLCC
  - 9.3.3. ICO
- 9.4. To review direct debits and automatic payments<sup>2</sup> to
  - 9.4.1. Yu Energy
  - 9.4.2. BMDC monthly payroll charge
  - 9.4.3. Bank charge
  - 9.4.4. Microsoft 365 licence

## **10. Training**

- 10.1. To note the training undertaken by staff and councillors in the municipal year ending 2025.26<sup>3</sup>.

## **11. Meeting dates**

- 11.1. To consider dates for full council meetings in the municipal year 2026-27.

---

<sup>1</sup> To meet financial regulations 6.1

<sup>2</sup> To meet financial regulation 6.6

<sup>3</sup> To meet training and development policy 6.3

**12. To close the meeting**