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**Minutes of the Full Council Meeting of Wrose Parish Council**

Held on Thursday 9 April 2026 at St Cuthberts Church, 71 Wrose Road, BD2 1LN.

The meeting commenced at 7.04pm and ended at 8.52pm

**Present:**

Councillors: Susan Hinchcliffe, Kath Hirsh, Dave Jessop, Alex Ross-Shaw, Gillian Thorne.

Clerk: Ruth Thompson

Members of the public: None

**1. (04/26) Chair's welcome and opening remarks.**

Cllr Alex Ross-Shaw welcomed everyone to the meeting

**2. (04/26) Apologies**

2.1. None received – all councillors present

**3. (04/26) Declarations of Interest**

3.1. None declared

**4. (04/26) Public participation session**

4.1. PCSO report

A report prepared by Sergeant Brown was shared and a short discussion on the continuing challenges of e-bikes followed.

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

It was **RESOLVED** to close the action point relating to Christmas light timers

4.3. Issues raised by members of the public to the Clerk or Councillors since the last meeting.

It was **NOTED** that a member of the public had raised an issue about parking near a bus stop on Kings Road outside the doctor's surgery. The Clerk had advised to raise the issue directly with Bradford Metropolitan District Council who had a responsibility for highways.

4.4. Open public participation session.

No members of the public were present to raise any issues.

5. **(04/26) Minutes**

5.1. Subject to a changing the word “Westfield” to “Westview” at item 4.2, it was **RESOLVED** to approve the minutes of the ordinary meeting of Wrose Parish Council held on 12 March 2026, as a true and accurate record of that meeting.

6. **(04/26) Items of a confidential nature**

6.1. It was **NOTED** that quote values would be considered commercially confidential. However, unless members of the public arrived, these items could be considered at their allocated place within the agenda.

7. **(04/26) Grants**

7.1. There were no items for consideration

8. **(04/26) Finance**

8.1. It was **RESOLVED** to approve the schedule of payments for April 2026 as listed below:

<b>Paid to:</b>	<b>Description of goods/services:</b>	<b>Reclaimable Vat</b>	<b>Total Value</b>
Ruth Thompson	Plants and Plant food £29.50+£13.98 (£142.28 of £300 budget spent to end Feb)	None shown on receipts	£43.48
	Stationery	£1.07	£6.40
	Total		£48.88
Alex Ross-Shaw	Clerk’s phone charges Mar	£1.00	£6.00
St Cuthberts	Room hire: Jan, Feb, Mar	None charged	£90.00
YLCA	Membership subscription	None charged	£1199.00

8.2. The following direct debits or automatic payments made in March were **NOTED**.

<b>Paid to:</b>	<b>Description of goods/services:</b>	<b>Reclaimable Vat</b>	<b>Total Value</b>
BMDC	January payroll	None charged	£1,316.94
Yu Energy	Electric supply to All Alone Road 1 to 28 February 2026	£1.07	£22.45
Unity Trust Bank	Account fee – 1 month	None charged	£7.00

8.3. **March payroll costs of £1,320.23** (paid by bacs transfer in March) were **NOTED**

8.4. **£485.54** of interest income received in March was **NOTED**

8.5. It was **NOTED** that **£1,500** had been transferred from the savings account to the current account in March.

8.6. It was **RESOLVED** to approve the bank reconciliation to 31 March 2026 (as evidenced by bank statements and ledger/cash book)

### 8.7. Budgets

The budget situation to date was **NOTED**

Following the year end, and carry forward figures being finalised, the 26.27 budget was reviewed with some amendments suggested.

It was **RESOLVED** to approve the updated budget.

## 9. (04/26) Planning

9.1. Planning applications received were considered.

*Due to his portfolio role at BMDC, Cllr Alex Ross-Shaw took no part in the planning discussions.*

Reference	Address	Description	<b>RESOLVED</b>
26/00458/HOU Response deadline 30 March. Extension requested	Grid Ref: 416169 436871 Location: 14 Oakdale Road ShIPLEY West Yorkshire BD18 1PE	Proposal: Hip to gable conversion with front and rear dormer windows	To indicate that the council was neutral regarding the application, providing BMDC's specifications regarding dormer windows were being followed
26/00892/HOU Response deadline 14 April	Grid Ref: 417446 436458 Location: 190 Bradford Road Idle Bradford West Yorkshire BD10 8SA	Proposal: Single Story Side Extension	To make no comment on the application

## 10. (04/26) Council events, land, open spaces and utilities.

10.1. Installation of additional string lights in Wrose.

It was **NOTED** that Charlestown Ltd<sup>1</sup> had advised that additional string lights could be attached to lamp columns as a power supply, provided that BMDC has given prior approval for this.

<sup>1</sup> BMDCs preferred light installation supplier

It was **RESOLVED** to consider putting up additional decorative lights in the autumn and to seek BMDC's permission towards the end of summer to enable this.

#### 10.2. Management of green spaces and planters in Wrose including:

##### 10.2.1. Tree inspections

The report from the arborist was considered.

It was **RESOLVED** to delegate a budget of up to £500 to the Clerk to commission the recommended tree works, including, if cost effective, the removal of any additional dead branches on the site.

##### 10.2.2. Summer planting.

It was **RESOLVED** to delegate up to £350 to the Clerk for summer planting of the barrier baskets and planters

##### 10.2.3. Barrier basket and planter watering quote

It was **RESOLVED** to accept the quote by Pure Water, subject to receipt of a copy of their public liability insurance. With the watering to be done on the same frequency as in 2025, ie 13 weeks from the first week in June.

#### 10.3. Community garden and allotments space

Cllr Alex Ross-Shaw shared a draft copy of a consultation letter for residents living near the proposed community garden/allotment spaces.

It was **RESOLVED** that **the Clerk** would print out the letter for **Cllr Dave Jessop** to deliver to the residents.

#### 10.4. Play equipment

Cllr Alex Ross-Shaw shared the results of the play equipment public consultation.

It was **RESOLVED**:

- To purchase the preferred items with costs being allocated to the CIL budget in the first instance and with the balance allocated against the play equipment.
- That **Cllr Alex Ross-Shaw** would send details to the Clerk of what equipment had been selected for purchase so a Purchase Order could be issued.
- To obtain a letter from BMDC confirming that, once installed, the play items they would take responsibility for insurance and maintenance of the equipment.
- That **the Clerk** would post an article on the parish council website advising residents that the new equipment was on order.

## 10.5. Wrose Live 2026.

It was **NOTED** that Cllr Alex Ross-Shaw had issued a press release publicising the event.

A discussion about the event followed and it was **RESOLVED**:

- That **Cllr Alex Ross-Shaw** would obtain a copy of the public liability insurance from the company providing the free stage area.
- The **Clerk** would invoice Rita's Kitchen for a trailer space (prices held as for 2025)
- **Cllr Alex Ross-Shaw** would obtain the necessary highway permits and submit the PSLG notifications.

## **11. (04/26) Wrose Parish Council**

### 11.1. Payroll provider SLA and approved signatories

It was **RESOLVED** to accept the SLA and suggested approved signatories

### 11.2. Draft AGAR accounting statements to be presented to the internal auditor.

The draft AGAR accounting statements were reviewed, and it was **RESOLVED** that these could be presented to the internal auditor by **the Clerk**

### 11.3. Data protection checklists.

It was **NOTED** that Cllrs Dave Jessop and Susan Hincliffe had now returned their completed data protection checklists to the Clerk.

### 11.4. Arrangements for the Annual Parish Meeting

It was **NOTED** that

- Apologies had been received from Liz Rowe (WAG) and Jim Dyer (Salts Tennis Club)
- Acceptances had been received from Sergeant Sam Brown (Police) and Sue Laycock (Wrose Carnival)

## **12. (04/26) Staffing Matters**

12.1. The Clerk's hours in March 2026 were **NOTED**.

## **13. (04/26) Confidential items**

13.1. No members of the public were present at the meeting, so all items were able to be considered earlier in the meeting.

#### **14. (04/26) Next meeting**

14.1. It was **RESOLVED** to confirm the date, time and location of the next ordinary meeting of Wrose Parish Council as 14<sup>th</sup> May 2026, commencing at 8pm at St Cuthberts Church Hall, 71 Wrose Road, BD21LN. This meeting will be preceded by the Annual Meeting at 6.30pm and the Annual Parish meeting at 7pm. It was **RESOLVED** to close the meeting at 8.52pm

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