



# WROSE

## PARISH COUNCIL

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

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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 June 2026 at 7.00pm.**

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

Signed

*Ruth Thompson* Cilca

Clerk/RFO

4 June 2026

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## 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.
- 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

#### 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 Annual Meeting of Wrose Parish Council held on 14 May 2026, as a true and accurate record of that meeting.
- 5.2. To note that the minutes of the Annual Parish Meeting will be approved at the next Annual Parish meeting but to consider if there are any additions or amendments required.
- 5.3. To approve the minutes of the Ordinary Meeting of Wrose Parish Council held on 14 May 2026, 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 submitted and receive updates on grants provided

### 8. Finance

- 8.1. To receive and approve the schedule of payments for June 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, feed and compost for barrier baskets and planters		
	Chana stores	£0	£10.00
	Otley Garden Centre	£0	£4.78
	Otley Garden Centre	<u>£18.72</u>	<u>£112.27</u>
		<u>£18.72</u>	<u>£127.05</u>
Bradford Metropolitan District Council	Payroll Service Agreement	£120.00	£720

- 8.2. To note direct debits or automatic payments made in May

<b>Paid to:</b>	<b>Description of goods/services:</b>	<b>Reclaimable VAT</b>	<b>Total Value</b>
Yu Energy	Electricity supply to All Alone Road 1 to 30 April 2026	£0.90	£23.44
Unity Trust Bank	Account fee – 1 month	None charged	£7.00

8.3. To note **May payroll costs of £1,322.86** (paid by bacs transfer in May) which included a refund of **£4.50** due to the identification of an over charge in an earlier period by the Clerk.

8.4. To note that **no income was received** in May:

8.5. To note that **£35,000** was transferred from the current account to the savings (instant access) account in May 2026.

8.6. To note the bank reconciliation to 31 May 2026 (as evidenced by bank statements and ledger/cash book)

8.7. To note and consider the budget situation to date

## 9. Planning

9.1. To consider the planning and licencing applications received:

Reference	Address	Description
26/01648/HOU Response deadline 2 June. Response deadline requested and approved in principle	Grid Ref: 415953 437220 Location: 112 Low Ash Drive Shipley West Yorkshire BD18 1JQ	Proposal: Two storey extension with dormer window to rear
26/01460/CLP Response deadline 5 June. Response deadline requested and approved to 16 June	Grid Ref: 416489 436929 Location: 62 Plumpton Gardens Bradford West Yorkshire BD2 1PH	Proposal: Use of dwellinghouse (Use Class C3(a)) as C3(b) home for one adult with a maximum of two carers
26/01549/CLP Response deadline 10 June. Response deadline requested and approved to 16 June	Grid Ref: 416424 436755 Location: 10 Claremont Road Shipley West Yorkshire BD18 1PW	Proposal: Use of dwellinghouse (C3a) as a children's care home (C2) for one child with two carers working on a rota basis
26/01473/FUL Response deadline 10 June. Response deadline requested and approved to 16 June	Grid Ref: 416078 436660 Location: Oakbank Poultry Farm Childs Lane Shipley West Yorkshire BD18 1PA	Proposal: Change of use of agricultural building to pet crematorium (suigeneris) installation of flu chimney and replacement windows
26/01805/CLP Response deadline 17 June	Grid Ref: 417146 436787 Location: 12 Willow Gardens Bradford West Yorkshire BD2 1LX	Proposal: Single storey side extension
26/01792/HOU Response deadline 25 June	Grid Ref: 416661 436970 Location: 31 Plumpton Lea Bradford West Yorkshire BD2 1PP	Proposal: Hip to gable roof extension with dormer windows to front and rear

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

10.1. To receive any updates on the management of green spaces and planters in Wrose and to consider if any actions are required at the current time.

- 10.2. To receive any updates on the provision of a community garden and allotments space and to consider if any actions that are required at the current time including:
  - Responses to the consultation letter sent to local residents.
- 10.3. To receive any updates on the purchase and installation of play equipment and to consider if any actions are required at the current time.
- 10.4. To receive any updates on the planning for Wrose Live 2026 and to consider if any actions are required at the current time.
- 10.5. To consider the management of green space at Elm Road snickett

## **11. Wrose Parish Council**

- 11.1. To receive and note the annual internal audit report
- 11.2. To consider the effectiveness of the internal controls for Wrose Parish Council and to complete, approve and sign Section 1 of the AGAR - The Annual Governance Statement.
- 11.3. To consider, approve and sign Section 2 of the AGAR, The Accounting Statements
- 11.4. To consider a statement explaining variations from the previous year on Section 2, in the accounting statements of the AGAR
- 11.5. To note the bank reconciliation to be submitted with the AGAR statements
- 11.6. To note the dates for public access to financial records.
- 11.7. To consider the updated Asset Register
- 11.8. To consider the offer of the insurance company to increase the level of the Fidelity guarantee to £100k at no cost to the Parish Council.
- 11.9. To note and consider the response by the internal auditors to signature redaction recommendations.
- 11.10. To receive updates on the Wrose Parish Council Facebook page and consider its content and management.

## **12. Staffing Matters**

- 12.1. To note the Clerk's hours in May 2026 and holiday in June.

## **13. Confidential items**

- 13.1. To consider any items identified as confidential not dealt with previously in the meeting.

## **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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