



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 9 July 2026 at St Cuthbert's Church, 71 Wrose Road, BD2 1LN.

The meeting commenced at 7.09pm and ended at 9.10pm

Present:

Councillors: Susan Hinchcliffe, Kath Hirsh, Dave Jessop, and Gillian Thorne (part).

Clerk: Ruth Thompson

Members of the public: 2 at start of meeting

1. (07/26) Chair's welcome and opening remarks.

In the absence of Cllr Alex Ross-Shaw, it was **RESOLVED** that Cllr Susan Hinchcliffe would act as the Chair of the meeting. Cllr Hinchcliffe welcomed everyone to the meeting.

2. (07/26) Apologies

2.1. Apologies for absence were received from Cllr Alex Ross-Shaw.

2.2. It was **RESOLVED** to accept the reasons for absence submitted.

3. (07/26) Declarations of Interest

3.1. No declarations of interest were made other than those already declared under the Members' Code of Conduct or the Register of Disclosable Pecuniary Interests.

4. (07/26) Public participation session

4.1. PCSO report. No PCSO was in attendance, so no report was provided.

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

None to report

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 has asked for assistance regarding a neighbour's tree that was causing a nuisance. The member of the public had been directed to the Citizens Advice Bureau and Bradford Metropolitan District Council's (BMDC) tree department.

4.4. Open public participation session.

Members of the public raised several issues that were the responsibility of BMDC:

- Overgrown trees on the public highway
- Weeds in pavements
- Brightness of street lighting
- Position of dustbins after collections
- Rubbish dumping

BMDC departmental contacts were provided to the Clerk so they could pass these concerns directly to BMDC.

An historic issue with drains on Kingsway was raised. Cllr Dave Jessop advised that he had already contacted Yorkshire Water, which had advised that the drain was not its responsibility. **Cllr Dave Jessop** offered to inspect the location to see if there was still an issue.

Cllr Dave Jessop advised the meeting that he had notified BMDC of several footpaths in Wrose where the vegetation was overgrown and he expected the District Council to act in due course.

Planting ideas for the snicket area around Elm Road were discussed including the use of climbing hydrangeas, foxgloves and honesty. The installation of bird boxes was also suggested.

5. (07/26) Minutes

- 5.1. It was **RESOLVED** to approve the minutes of the Ordinary Meeting of Wrose Parish Council held on 11 June 2026, as a true and accurate record of that meeting.

6. (07/26) Items of a confidential nature

- 6.1. No confidential items were identified.

7. (07/26) Grants

- 7.1. It was **NOTED** that no new grant requests had been received by the Clerk.

The Clerk was asked to contact Salts Tennis Club to see if any Wrose children had applied for a Parish Council sponsored place on the summer tennis coaching scheme and to try to obtain a poster to promote the events.

8. (07/26) Finance

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

Paid to:	Description of goods/services:	Reclaimable VAT	Total Value
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Pure Water Window Cleaning	June watering – 4 weeks		£216
Ben Travis	Music Director Services Reimbursement of public liability insurance costs up to a maximum of £125	None charged	£700 £125

It was **RESOLVED** that the Clerk would ask the watering provider for the dates they watered the planters and to check that they had watered the Snowden Road Planter.

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

Paid to:	Description of goods/services:	Reclaimable VAT	Total Value
Yu Energy	Electricity supply to All Alone Road 1 to 31 May 2026	£1.04	£21.76
Unity Trust Bank	Account fee – 1 month	None charged	£7.00

8.3. The **June payroll costs of £1,327.36** (paid by BACS transfer in June) were **NOTED**.

8.4. The **£559.08 of bank interest income received** in June was **NOTED**.

8.5. That **£2,000** was transferred from the savings (instant access) account to the current account in June 2026 was **NOTED**.

8.6. The bank reconciliation to 30 June 2026 (as evidenced by bank statements and ledger/cash book) was **NOTED**.

8.7. The budget situation to date.

Councillor Gillian Thorne arrived at 8.16pm

The budget reviewed and there was a discussion about enhancing green spaces in Wrose.

It was **NOTED** that despite the professional watering, a lot of plants in the planters and barrier baskets had died. The UK has had several heatwaves in a row, and the current level of watering has not been sufficient to maintain the plants in these conditions. A discussion followed on what the Parish Council's response to this situation should be. It was **RESOLVED** that the dead plants would be removed but replacement planting would not take place until later in the year when the temperatures had cooled. **Cllr Gillian Thorne** offered to help the Clerk remove the dead plants.

After further discussion it was **RESOLVED** that:

- £5000 would be transferred from reserves into the Green Spaces budget
- The budget heading Allotments would be changed to include Community Garden
- Cllr Susan Hinchcliffe** would produce a short report for consideration by the parish council on green spaces in Wrose that the Parish Council had an interest in and the potential plan for each space.

8.8. Banking payments process

The late payment of some invoices and expense reimbursements to the Clerk were **NOTED** and the importance of prompt review and authorisation of bank payments by councillors was recognised.

9. (07/26) Planning

9.1. The following planning applications were considered:

Reference	Address	Description	RESOLUTION
26/01869/HOU Response deadline 2 July. Response extension requested	Grid Ref: 416666 436842 Location: 28 Plumpton Gardens Bradford West Yorkshire BD2 1PF	Proposal: Single storey rear extension including amendment to lower roof and garden works including retaining wall	To make no comment
26/02334/FUL Response deadline 23 July.	Grid Ref: 417506 436674 Location: Javelin House Javelin Close Bradford West Yorkshire BD10 8SD	Proposal: Installation of a free-standing pre- fabricated sub-station enclosure to cover a new sub-station and associated cabling as provided by Northern Powergrid	To make no comment

10. (07/26) Council events, land, open spaces and utilities.

10.1. Play in the Park events

It was **RESOLVED** to accept Sam Rafter's offer for members of his team to attend the events to provide an archery offering provided this was at no cost to the parish council.

The Clerk provided posters to be put up in the local area to advertise the Play in the Park event.

10.2. Management of green spaces and planters in Wrose

10.2.1. Planter and barrier baskets

It was **NOTED** that this item had already been discussed as part of the budgeting agenda item.

10.2.2. Community Garden Working Group report on planting at Elm Road.

It was **NOTED** that the group had held its first meeting. Cllrs Alex Ross-Shaw, Kath Hirsh and Gillian Thorne attended. Further feedback will be provided once notes from the meeting have been created.

10.3. Provision of a community garden and allotments space

10.3.1. Proposal report from the Community Garden Working Group.

See notes above at 10.2.2

10.3.2. Investigation into any limitations to adding structures to the site

No feedback was available at the meeting.

10.4. Purchase and installation of play equipment

It was **NOTED** that an order had been placed with BMDC; however, they had advised that the earliest installation date was likely to be Spring 2027. Cllr Susan Hinchcliffe asked **the Clerk** to send her a copy of the email sent by BMDC informing the Parish Council of this.

10.5. Wrose Live 2026

10.5.1. Insurance cover

The anticipated cost of insurance cover for accidental damage to the stage was **NOTED**. It was **RESOLVED not** to purchase this insurance cover.

The insurance company's response in relation to the use of a stage provided by Setstage was **NOTED**.

10.5.2. Review of risk assessments and safety plans

The event risk assessments and safety plans created by the Clerk were **NOTED**.

It was **RESOLVED** that **Cllr Alex Ross-Shaw** would be the nominated Event Manager and could have delegated authority to submit the SAG forms on behalf of Wrose Parish Council.

10.5.3. Other items

The provision of drinks to band members was discussed. It was **RESOLVED** to delegate a budget of up to £100 to the Event Manger which he could spend on the purchase of **non-alcoholic** drinks for band members. Receipts to be provided in the normal manner for expense reimbursement.

It was **NOTED** that **Cllrs Susan Hinchcliffe and Gillian Thorne** expected to be able to help at the event.

It was **RESOLVED** to send a letter to residents near the venue informing them of the event. **Cllr Dave Jessop** offered to deliver the letter once produced.

It was **RESOLVED** to accept the offer of Sam Rafter to send someone from his team to support the Wrose Live Event providing this was at no cost to the Parish Council.

10.6. Lamp-post inspections

The lamp post inspections carried out by Cllr Dave Jessop were **NOTED**.

11. (07/26) Wrose Parish Council

11.1. Wrose Parish Council's Facebook page - content and management.

It was **RESOLVED** to carry this item forward to the next meeting.

11.2. Review of the parish council's equality objective

It was **RESOLVED** to carry this item forward to the next meeting.

11.3. Involvement of Wrose Parish Council with BMDC and Local Council Liaison

It was **RESOLVED** that Wrose Parish Council would not participate in this group.

11.4. Shipley Area Committee.

It was **NOTED** that Cllr Gillian Thorne had attended the 2 July meeting on behalf of Wrose Parish Council. Cllr Thorne provided a short summary of key points from the meeting.

12. (07/26) Staffing Matters

12.1. Clerk's hours

The Clerk's hours in June 2026 were **NOTED**.

13. (07/26) Confidential items

13.1. No items were considered confidential.

14. (07/26) Next meeting

14.1. It was **RESOLVED** to confirm the date, time and location of the next ordinary meeting of Wrose Parish Council as Thursday 13th August, commencing at 7pm and to be held at St Cuthbert's Church Hall, 71 Wrose Road, BD2 1LN.

14.2. It was **RESOLVED** to close the meeting at 9.10pm.
