

CROSS ROADS PARISH COUNCIL

**You are summoned to attend a Meeting of
Cross Roads Parish Council
to be held on Wednesday 16th July 2025 at 7.00pm
in St. James Church Hall, Albion Street. Cross Roads**

AGENDA

44.25 Chairman's Opening Remarks:

45.25 Apologies for Absence:

- a) To receive any apologies:
- b) To approve reasons for absence given by Councillors.

46.25 Recording of Council meetings:

The right to record, film and to broadcast meetings of the Parish Council is established under the Openness of Local Government Regulations 2014. Those who attend a public meeting should expect to be recorded. Any request from a member of the public not to be recorded can be conveyed to the Clerk and the request will be respected by those making a recording.

47.25 To record any disclosures of interest on the agenda:

To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting.

48.25 To approve the Minutes of the Ordinary Parish Council meeting held on Wednesday 18th June 2025:

49.25 Public Participation:

For members of the public to ask questions and/or make statements regarding matters within the parish.

50.25 Invited Guests:

- Report from District Councillors
- Report from West Yorkshire Police NPT

51.25 To consider any planning applications received.

51.25.01 New Planning Applications – None

Planning Application – 25/02046/LBC
15, Haworth Road, Cross Roads. BD22 9DL (17th of July)

51.25.02 Planning Applications granted – None

51.25.03 Planning Applications refused – None

51.25.04 Any other Planning matters.

11thth July 2025

Signed: *Jill Davis*

Clerk to Cross Roads Parish Council
Email: clerk@cross-roadsparishcouncil.gov.uk

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52.25 **Employment Matters:**

- a) For the council to note the clerks Holiday's for August/September (Pre-booked)
- b) For council to consider approving the additional hours for the clerk June -1 hour
- c) For the council to consider approving the additional hours for the clerk July – 4 hours

53.25 **Village Matters:**

- a) To consider the quotations for Autumn Planting £500.00 (Cllr Cotton)
- b) For the council to consider approving a full-page article in the Worth Valley Magazine - see supporting paper
- c) For the council to consider approving the draft September article for the Worth & Aire Valley Magazine
- d) For the council to consider approving signage for the planters and no parking signs to the value of £253.24 (Cllr Underwood)
- e) For the council to consider approving (carried forward 2024/2025) purchases for the Remembrance Day Event to the value of £300.00 (Cllr Cotton)
- f) For the council to consider installing the new Defibrillator at the Bronte (Cllr Underwood)
- g) For the council to consider for Cllr Senior to resume the installation of historic signs around the parish – costings to follow
- h) For the council to consider approving an updating a new Parish Council picture £54.00
- i) For the council to considering approving the clerk to source the required quotations for Christmas 2025 – Christmas Lights and Christmas Tree
- j) For the council to consider approving the clerk sourcing quotations for a deep clean of the public toilets

54.25 **Administration Matters:**

- a) For the council to consider approving delegated powers to the clerk to draft several priority policies and available for consideration at the September PC meeting
- b) For the council to note the Business Rates Bill for 2025/2026 has been received and no payment is required.
- c) For the council to consider approving the Councillor Mandates Proposal – see supporting paper

55.25 **Reports Cllrs & Clerk:**

- a) For the council to consider any actions from the Cllr's reports
- b) For the council to consider any actions from the Clerk's reports

56.25 **Financial Matters:**

- a) For the council to note £120.77 received in bank interest
- b) To approve the bank reconciliation for June 2025

Current Account Balance: £43,516.50

Reserve Account Balance: £20,768.29

Total: £64,284.79

11thth July 2025

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c) To approve the Financial Payment Schedule for June/July 2025

Date:	Payee:	Purpose:	Net:	VAT:	Total:
18/06/25	St James' Church	Room Hire	£40.00		£40.00
23/06/25	Gordon Ellis and Co	Teak Planter	£525.24	£105.05	£630.29
26/06/25	D Holmes	Installation of hanging baskets	£60.00		£60.00
26/06/25	M Smith	Janitorial Supplies	£74.40	£14.88	£89.28
25/06/25	Viking Office UK	Office Supplies – printer ink	£60.88	£12.18	£73.06
30/06/25	Unity Trust Bank -DD	Service Charge	£6.00		£6.00
03/07/25	Bradford Payroll	3-month Payroll cost	£2365.35	£30.00	£2395.35
30/06/25	Scribe Accounts	Monthly Charge	£42.00	£8.40	£50.40
02/06/25	Scribe Accounts	Monthly Charge	£42.00	£8.40	£50.40
09/06/25	BT - DD	Monthly Phone Bill	£37.14	£7.43	£44.57
TOTAL			£3253.01	£186.34	£3439.35

d) To consider approving delegating the authority to the RFO for August's 2025 payments to be paid (No PC meeting in August)

e) For the council to note that the previous clerk has been removed from the bank mandate.

f) For the council to consider approving the RFO to be the main administrator for Unity Trust Bank – form to sign

g) For the council to approving delegated authority to the RFO to apply for debit/credit card for the Parish Council

h) For the council to consider approving the supporting paper concerning the cancellation of the Scribe Accounts Package

i) For the council to consider approving the clerk to purchase a box of copier paper from Viking Office UK

57.25 Date of next meeting. Wednesday 17th September 2025
Cut off Date for items for the agenda – Monday 8th September 2025

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Signed: *Jill Davis*

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