



Cross Roads Parish Council

Office B
68 Haworth Road
Cross Roads
BD22 9DL

Email: clerk@cross-roadsparishcouncil.gov.uk
Website: www.cross-roadsparishcouncil.gov.uk

Dated: 10th of April 2026

NOTICE OF A PARISH COUNCIL MEETING

To all members of the Parish Council,

You are respectfully summoned to attend the Ordinary Meeting of Cross Roads Parish Council to be held in St James Church Hall, Albion Street, Cross Roads BD22 9DL on **the 15th of April 2026** to transact the business set out in the agenda.

Signed: *Jill Davis*

Jill Davis 10/04/2026

*Meetings are open to the public by virtue of the Public Bodies Admissions to Meetings Act 1960 s1 unless the presence is prejudicial to the public interest (s2).

CROSS ROADS PARISH COUNCIL MEETING

Ordinary Meeting of the Parish Council – Wednesday 15th of April 2026

AGENDA

1.	162/26	Chairman's Opening Remarks:
2.	163/26	Apologies for Absence: a) To receive any apologies: b) To approve reasons for absence given by Councillors.
3.	164/26	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.
4.	165/26	Declaration of Disclosable Pecuniary and Other Interests:
5.	166/26	Dispensations for Disclosable Pecuniary Interests:
6.	167/26	Minutes: a) For the council to consider approving the draft minutes of the Ordinary Meeting of the Parish Council held on the 18 th of March 2026.
7.	168/26	Public Participation: a) For members of the public to ask questions and/or make statements regarding matters within the parish. b) To receive a report from District Councillors. c) To receive a report from West Yorkshire Police NPT. d) For the council to note an email that has been sent from the PC to Bradford Council concerning an ongoing matter.
8.	169/26	Planning Matters: (upto the publication of the agenda) a) For the council to consider making representations on new planning applications. a.1) Planning Application – 26/00895/HOU. Single storey extension – 30, Longacre Lane BD22 OTE. b) To inform the council of planning applications that have been granted. No items c) To inform the council of planning applications that have been refused. No items. d) For the council to consider any other planning matters.

		Proposed Calderdale Energy Park – Statutory Consultation on proposed application for development consent. Statutory Consultation: Wednesday 08 April 2026 – Wednesday 10 June 2026 For the council to consider a response to the Statutory Consultation.																														
9.	170/26	Employment Matters: a) For the council to consider approving the clerk’s overtime for March 2026 9 hours.																														
10.	171/26	Administration Matters: a) For the council to note that the new payroll provider is now in place. b) For the council to note the precept is due to be paid on the 14 th of April 2026. c) For the council to consider approving the amended Social Media Policy. d) For the council to consider approving the formation of a Working Party for the COA Regalia and Framing. e) For the council to consider approving the Terms of Reference for the COA Regalia and Framing (if d is approved).																														
11.	172/26	Village Matters: a) For the clerk to update the council concerning the recent street sign order and to consider any further actions if required. b) For the council to considering any action from the request to purchase a handheld speed device. c) For the council to consider approving contacting Highways concerning parking restrictions and road surface near to Kiyans Restaurant. d) For the council to consider the quotation for revarnishing of the noticeboards – Dan Holmes Contractors £140.00 (Cllr Underwood). e) Fo the council to consider approving a deep clean of the toilets – Dan Holmes Contractors £480.00. f) For the council to consider approving a request from a mop concerning installing a brass plaque on a planter (Cllr Woodvine mbe). g) For the council to consider and approve the organisation of a First Aid course, including reviewing the quotations received, agreeing the cost, and setting a date (Cllr Anderson). h) For the council to consider approving the painting of 25 lamp posts as approved in the budget. Quotation £2300.00/Budget £2425.00. i) For the council to consider approving the installation of the single banner arms £4150.00 +VAT (see quotation). j) For the council to consider approval of the purchase of a herb planter, members are advised that this item may be subject to deferral. k) For the council to considering approving for quotations sought to produce the 2026 village calendar.																														
12.	173/26	Reports: Cllrs & Clerk: and to consider any actions a) To consider any actions from the Cllr’s reports. b) To consider any actions from the Clerk’s report. 12.b1 For the council to note - email circulated to the council from the clerk. 12.b2 For the council to note – email circulated to the council from a mop.																														
13.	174/26	Receipt Matters: February 2026 To ratify the transfer of funds from Instant Access Account to the Current Account £3,000.00 Receipts: 31/03/2026 – Instant Access Account – Interest £145.23 12/03/2026 – T1 Current Account – VAT Reclaim £438.80																														
14.	175/26	Financial Matters: a) For the council to consider approving delegated authority to the clerk for the admin budget for 2026/2027. b) For the council to approve the annual YLCA subscription invoice £852.00 (Budget £916.00). c) For the council to note the unity trust instant access bank balance 01/03/2026 – 31/03/2026 £24,834.79. d) For the council to note the unity trust current account bank balance 01/03/2026 -31/03/2026 - £2764.67. e) For the council to approve the bank reconciliation for March 2026. f) For the council to note the end of year documents will be presented to the PC at the May PC meeting. g) For the council to consider approving the clerk’s April’s 26 expenses £150.36. h) For the council to note the Business Rates for 2026/2027 – Office and Premises is £695.15. i) For the council to approve the payment of the business rates to be made by standing order. j) For the council to note the Business Rates for 2026/2027 – Workshop (storage unit) and Premises is £0.00.																														
15.	176/26	Financial Year 2026/2027: a) For the council to consider approving the Earmarked Reserves for 2026/2027. b) For the council to consider approving the Reserves Policy for 2026/2027. c) For the council to note the Practitioners’ Guide for 2026/2027 has now been released.																														
16.	177/26	Payments To consider approving (April 2026) R=Retrospective. The council may wish to consider approving the invoices en bloc <table border="1"> <thead> <tr> <th>No:</th> <th>Name:</th> <th>Reason:</th> <th>Subtotal:</th> <th>VAT:</th> <th>Total:</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Steve Thorpe</td> <td>Invoice 9113 (Approved 11.g 15/02/2026)</td> <td>£75.00</td> <td>£15.00</td> <td>£90.00</td> </tr> <tr> <td>2.</td> <td>Salary Payments</td> <td>April 2026 – Month1</td> <td>£753.67</td> <td></td> <td>£753.67</td> </tr> <tr> <td>3.</td> <td>HMRC Payments</td> <td>Month 1 April 2026</td> <td>£228.38</td> <td></td> <td>£228.38</td> </tr> <tr> <td>4.R</td> <td>St James Church</td> <td>Room Hire – February PC meeting</td> <td>£40.00</td> <td></td> <td>£40.00</td> </tr> </tbody> </table>	No:	Name:	Reason:	Subtotal:	VAT:	Total:	1.	Steve Thorpe	Invoice 9113 (Approved 11.g 15/02/2026)	£75.00	£15.00	£90.00	2.	Salary Payments	April 2026 – Month1	£753.67		£753.67	3.	HMRC Payments	Month 1 April 2026	£228.38		£228.38	4.R	St James Church	Room Hire – February PC meeting	£40.00		£40.00
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		6.R	Unity Trust DD	Monthly Bank Fees – February 2026	£7.00		£7.00
		7.	Unity Trust DD	Monthly Bank Fees – March 2026	£7.00		£7.00
		8.	BT DD	April 2026 Invoice	£45.95	£9.19	£55.14
		9.	Dan Holmes Contracting Services	Maintenance – Public toilets	£180.00		£180.00
		10.	Jill Davis	April 2026 - Expenses	£133.13	£17.23	£150.36
		11.	Business Rates Office and Premises	April 2026 payment	£58.15		£58.15
				TOTAL	£1568.28	£41.42	£1609.70
17.	178/26	Date of the Next PC Meeting: Annual Parish Meeting 20th May 2026 @ 6.30pm Date of the Next PC Meeting: Annual Meeting of the Parish Council 20th May 2026 @7.00pm St James Church Hall, Albion Street, Cross Roads. BD22 9DL.					