



Cross Roads Parish Council

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Minutes of an Ordinary Cross Roads Parish Council Meeting Held at 7.00pm on Wednesday, 18th of March 2026 at St. James Church Hall, Albion Street, Cross Roads BD22 9DL.

Councillors Present: Cllr Arana [Chair], Cllr Cotton, Cllr Anderson, Cllr Clarke, Cllr Senior
Cllr Underwood and Cllr Woodvine MBE.

Absent Councillors: None. All in attendance

Officers: Jill Davis [Clerk/RFO]

Other Attendees: Ward Cllr Poulsen
3 members of the public

1.	145/26	<p>Chairman's Opening Remarks: Cllr Arana opened the meeting at 7.00pm and welcomed everyone. Cllr Arana provided the following report: The council welcomed the appointment of a new Parish Councillor Simon Woodvine and expressed its confidence that he will be a valuable asset. Members looked forward to working with him. Thanks were extended to Cllr Underwood for delivering the heraldic boards to the school, which explain the origins of the Cross Roads Coat of Arms. The Village Association is currently preparing for the Easter Egg Hunt, scheduled to take place on Sunday 5th April. Members noted that the council is now at its full complement and acknowledged the valuable contribution of all those who volunteer their time to serve as Parish Councillors. It was also recognised that former councillors have made significant contributions to both the village and the council. In particular, appreciation was expressed for Marion Aston, who served on Cross Roads Parish Council as well as the former Haworth, Cross Roads and Stanbury Parish Council, and who worked tirelessly in support of both. Marion Aston was presented with a token of appreciation by Cllr Cotton.</p>
2.	146/26	<p>Apologies for Absence: a) To receive any apologies: Not applicable – all in attendance. b) To approve reasons for absence given by Councillors. Not applicable.</p>
3.	147/26	<p>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.</p>
4.	148/26	<p>Declaration of Disclosable Pecuniary and Other Interests: No declarations.</p>
5.	149/26	<p>Dispensations for Disclosable Pecuniary Interests: None requested.</p>
6.	150/26	<p>Minutes: a) For the council to consider approving the draft minutes of the Ordinary Meeting of the Parish Council held on the 18th of February 2026. Resolved. The council approved the minutes.</p>

7.	151/26	<p>Public Participation:</p> <p>a) For members of the public to ask questions and/or make statements regarding matters within the parish. A member of the public expressed appreciation for the newly installed street sign on Vernon Street commenting on how impressive it looked. A member of the public informed the council of a power cut that occurred in the village on the afternoon of 14 March. A member of the public raised concerns that the introduction of additional yellow lines on the main roads in the village may result in more vehicles parking on side streets. They noted that many households have multiple cars, and the proposed changes could worsen parking pressures. Cllr Arana thanked the member of the public for their comments and acknowledged that there is no straightforward solution that will satisfy all parties. A member of the public highlighted ongoing issues with dog fouling in the village. Cllr Cotton reported that spare dog waste bags have been attached to bins to encourage responsible behaviour among dog owners. Cllr Cotton also confirmed that Bradford Council's Environmental Team had been contacted and had visited the village to remove dog waste. Ward Cllr Poulsen informed the council that residents in the wider community had received a letter from the Environmental Department at Bradford Council reminding dog owners of their responsibility to clean up after their pets. Ward Cllr Poulsen will forward a copy of the letter to the Clerk. Cllr Arana suggested that the council could explore the possibility of contracting an external organisation to carry out dog waste removal in key areas of the village and this may be itemised in due course. A member of the public, speaking on behalf of another resident, queried the council's decision to fund the grass cutting at the Bowling Club. They expressed concern that the resident had not been given the opportunity to present a counterargument before the decision was made. Cllr Arana explained the council's decision-making process and emphasised that all comments from the community are respected and taken into account. However, he noted that the final decision may not always align with the preferences of every individual resident.</p> <p>b) To receive a report from District Councillors: Ward Cllr Poulsen provided the following report: Apologies given by Ward Cllr Herd and Golding. The park sign in the village is being collected by Bradford Council. The Toad Patrol is underway. The pre-election period begins on the 19th of March 2026 until the local election day. Brow Road Junction – there has been a recent meeting to discuss where the grant will be spent and several ideas have been suggested. Once the ideas have been finalised, a consultation will take place. Ward Cllr Poulsen left the meeting at 7.40pm.</p> <p>c) To receive a report from West Yorkshire Police NPT: The Police were not in attendance. Cllr Arana presented the following report covering the period 12/02/2026 to 13/02/2026: one incident of criminal damage and one residential burglary were recorded. PCSO Sheenan and Cllr Senior carried out speed monitoring using the handheld speed device on on Keighley Road, in the vicinity below the school. One vehicle was recorded travelling in excess of the speed limit by more than 10%. A subsequent speed check undertaken by PCSO Sheenan identified no further instances of speeding. PCSO Sheenan reported that speed monitoring would continue. The council also considered the potential purchase of a handheld speed detection device, and the clerk was asked to make enquiries with West Yorkshire Police regarding this matter.</p>
8.	152/26	<p>Planning Matters: (upto the publication of the agenda)</p> <p>a) For the council to consider making representations on new planning applications. Planning Application 26/00437/FUL – change of existing outbuilding to form residential annex. The council agreed that the clerk should submit the following comment: Bradford Council's Planning Department is asked to consider discouraging retrospective planning applications, as they undermine the purpose of the planning process. Clerk to action.</p> <p>b) To inform the council of planning applications that have been granted. No decisions.</p> <p>c) To inform the council of planning applications that have been refused. No refusals.</p> <p>d) For the council to consider any other planning matters. Cllr Arana updated the council concerning Bradford Council's consultation responses to the draft Statement of Community Consultation concerning the onshore windfarm project at Calderdale Energy Park. The council noted the information.</p>
9.	153/26	<p>Employment Matters:</p> <p>a) For the council to consider approving the clerk's overtime for February 2026 8.5 hours Resolved. The council approved the item.</p>
10.	154/26	<p>Administration Matters:</p> <p>a) For the council to note that the public toilets will be opened from the 14th March and the maintenance work has been completed by the contractor. The council noted the date that the public toilets would be opened, and the maintenance work had been completed by the contractor.</p> <p>b) For the council to consider approving the draft policy of GDPR- How we manage your data. Resolved. The council approved the motion.</p>

		<p>c) For the council to note the details of the new Ward Officer for Worth Valley The council noted that a new Ward Officer was now in place. The clerk suggested inviting the officer to a PC meeting. The council agreed. Clerk to organise.</p>																		
11.	155/26	<p>Village Matters: a) For the clerk to update the council concerning the recent street sign order and to consider any further actions if required. The clerk informed the council that at the moment the street signs are still in the production line as the contractor has had staff sickness and emergency work to complete. The clerk will keep on chasing.</p>																		
12.	156/26	<p>Reports: Cllrs & Clerk: and to consider any actions a) To consider any actions from the Cllr's reports. No items discussed. b) To consider any actions from the Clerk's report. No items discussed.</p>																		
13.	157/26	<p>Receipt Matters: February 2026 Unity Trust T1 current account: 24/02/2026 £259.59 VAT Reclaim. The council noted the VAT reclaim.</p>																		
14.	158/26	<p>Financial Matters: a) For the council to consider approving delegated authority to the clerk for any further invoices that may need to be paid before the end of the financial year. Resolved. The council approved the request. b) For the council to ratify £108.80 to Imprint Printers and Stationers for the final cost for the work for the unveiling of the Art of Arms. Resolved. The council ratified the payment. c) For the council to approve the part payment of £314.58 to Parish Council Websites towards the website deposit. Resolved. The council approved the part payment. Clerk to action. d) For the council to consider approving the bank reconciliation for February 2026. Resolved. The council approved the motion. e) For the council to note actual v budget February 2026. The council noted the item. f) For the council to note the unity trust instant access bank balance 01/02/2026 – 28/02/2026 £27,689.56. The council noted the bank balance. g) For the council to note the unity trust current account bank balance 01/02/2026 -28/02/2026 - £5,372.66. The council noted the bank balance. h) For the council to consider approving the clerk's March 26 expenses £87.03. Resolved. The council approved the payment. i) For the council to consider any actions from the 2024/2025 CRPC Internal Audit Report completed by Cllrs Anderson and Underwood The clerk informed the council that the internal audit for 2024/2025 had taken place and minuted a thank you to Cllrs Anderson and Underwood. The council reported there were no actions to consider. j) To consider granting delegated authority to the Clerk to arrange the Council's insurance for the 2026–2027 period, ensuring that the cost remains within the approved 2026/2027 budget. The clerk informed the council that the insurance April information had been received, and the annual cost was £1201.09 and the clerk no longer needed delegated authority. Resolved. The council approved the payment of £1201.09 to G.Moore & Company. Clerk to organise the payment.</p>																		
15.	159/26	<p>Financial Year 2025/2026: a) For the council to consider approving the Financial Risk Assessment & Management for 2025/2026. Resolved. The council approved the motion. b) For the council to consider approving the asset register. Resolved. The council approved the motion. The clerk will be completing the asset register for 2026/2027 in May/June to coincide with the July insurance review. c) For the council to consider approving the bank signatories for 2025/2026. Resolved. The council approved the motion. d) For the council to approve the Earmarked Reserves for 2025/2026. Resolved. The council approved the earmarked reserves of £9000.00. £6,000.00 for the street signs and £3000.00 for the regalia. e) For the council to consider approving the Standing Orders 2025-2026. Resolved. The council approved the motion.</p>																		
16.	160/26	<p>Payments To consider approving (March 2026) R=Retrospective. The council may wish to consider approving the invoices en bloc</p> <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.R</td> <td>Bradford Council</td> <td>Business Rates – Storage Unit March 2026</td> <td>£508.00</td> <td></td> <td>£508.00</td> </tr> <tr> <td>2.R</td> <td>Imprint</td> <td>Artwork/posters/rigid boards - COA</td> <td>£174.00</td> <td>£34.80</td> <td>£208.80</td> </tr> </tbody> </table>	No:	Name:	Reason:	Subtotal:	VAT:	Total:	1.R	Bradford Council	Business Rates – Storage Unit March 2026	£508.00		£508.00	2.R	Imprint	Artwork/posters/rigid boards - COA	£174.00	£34.80	£208.80
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1.R	Bradford Council	Business Rates – Storage Unit March 2026	£508.00		£508.00															
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		3.R	Peter O'Donoghue York Herald	Suite of digital vector graphics – Coat of Arms	£720.00		£720.00
		4.	Parish Council Websites	Website Deposit	£262.15	£52.43	£314.58
		5.	BT DD	March 2026 Invoice	£41.95	£8.39	£50.34
		6.	1 st Class Lawns & Landscaping	Cutting bowling green grass paid 21/11/2025 listed 16/03/2026	£780.00		£780.00
		7.	FastHosts/MS/JB	Monthly invoice paid 17/07/2025 listed 16/03/2026	£6.00	£1.20	£7.20
		8.	St James Church	March 2025 room hire	£40.00		£40.00
		9.	Jill Davis	March 2026 expenses	£80.53	£6.50	£87.03
		10.	Daniel Holmes	Maintenance – Public toilets	£180.00		£180.00
		11.	Bradford Community Payroll and Accounts	March 2026 payment – estimation for shortfall	£400.00		£400.00
		12.	Carling Jones	Office - Insurance	£214.16		£214.16
		13.	Carling Jones	Storage Unit - Insurance	£475.63		£475.63
		14.	Carling Jones	Storage Unit – Rent31/01/2026 - 30/01/2027	£1608.62		£1608.62
		15.	Carling Jones	Office – Rent and Service Charge 31/01/2026 -31/01/2027	£2301.43		£2301.43
				TOTAL	£7792.47	£103.32	£7895.79
		Resolved. The council approved the payments.					
17.	161/26	Date of the Next PC Meeting: Ordinary Meeting 15th of April 2026 @ 7.00pm St James Church Hall, Albion Street, Cross Roads. BD22 9DL.					

With no further business to transact, the Chair thanked everyone for attending and closed the meeting at 8.18pm.

Signed: Cllr Tito Arana

Dated: 15 April 2026

The minutes were approved by the Parish Council at a PC meeting held on the 15 April 2026