



Cross Roads Parish Council

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Cross Roads
BD22 9DL

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Dated: 15th May 2026

NOTICE OF THE ANNUAL MEETING OF THE PARISH COUNCIL

To all members of the Parish Council,

You are respectfully summoned to attend the Annual meeting of Cross Roads Parish Council to be held in St James Church Hall, Albion Street, Cross Roads BD22 9DL on **the 20th of May 2026** to transact the business set out in the agenda.

Signed: *Jill Davis*

Jill Davis 15/05/2026

*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).

ANNUAL MEETING OF THE PARISH COUNCIL

Wednesday 20th May 2026 – 7.00pm

AGENDA

| | | |
|----|--------|---|
| 1. | 179/26 | a) To elect the Chair of the Council for 2026/2027 and to receive the Chair's Declaration of Acceptance of Office (for the council to approve the signing of the Declaration of Office before the next PC Meeting if required) b) Chairman's Opening Remarks: |
| 2. | 180/26 | Apologies for Absence: a) To receive any apologies: b) To approve reasons for absence given by Councillors. |
| 3. | 181/26 | 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. | 182/26 | a) For the council to note each members Register of Interest Form to be reviewed: b) Declaration of Disclosable Pecuniary and Other Interests: |
| 5. | 183/26 | Dispensations for Disclosable Pecuniary Interests: |
| 6. | 184/26 | Minutes: a) For the council to consider approving the draft minutes of the Ordinary Meeting of the Parish Council held on the 15 th April 2026. |
| 7. | 185/26 | a) For the council to consider electing the Vice Chair of the Council for 2026/2027 |
| 8. | 186/26 | 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 that the newly appointed Ward Officer may be attending the PC meeting. |
| 9. | 187/26 | Planning Matters: (upto the publication of the agenda) a) For the council to consider making representations on new planning applications. |

| | | <p>a.1) C6/01175/HOU Construction of an oak framed garage Grid Ref: 403659/438070</p> <p>b) To inform the council of planning applications that have been granted. No items</p> <p>c) To inform the council of planning applications that have been refused. No items.</p> <p>d) For the council to consider any other planning matters. Proposed Calderdale Energy Park – Statutory Consultation on proposed application for development consent. For the council to consider the formal draft response to the Statutory Consultation – paper attached.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-----|-------------------------|---|-----------|---------|----------|-----------|------|--------|----|-------------------------|----------------------------|----------|---------|----------|----|-----------------|----------------------|----------|---------|----------|----|-----------------|----------------------|--------|--|--------|----|----------------|-------------------|---------|--|---------|----|------|-----------------|---------|--|---------|-----|------------------|---------------------------|---------|--|---------|----|---------------------|-------------------------------------|---------|--------|---------|----|---------------------|---|---------|--------|---------|
| 10. | 188/26 | <p>Employment Matters:</p> <p>a) For the council to consider approving the clerk's overtime for April 10 hours.</p> <p>b) For the council to note the clerk's annual leave for 2 weeks W/C 22/06/2026.</p> <p>c) For the council to note the confirmation of re-declaration of compliance for the Pensions Regulator has been completed on 20 April 2026.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11. | 189/26 | <p>Administration Matters:</p> <p>a) For the council to note the information concerning the recent Toad Patrol.</p> <p>b) For the council to note the invitation from Bradford Council to all Parish/Town Councils to a meeting on the 27th of May – clerk to attend.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12. | 190/26 | <p>Village Matters:</p> <p>a) For the council to consider approving the quotation from Steve Thorpe & Son for hanging baskets and the watering £1117.20.</p> <p>b) For the council to consider approving the quotation from Steve Thorpe & Son for the spring/summer planting and watering £4041.00.</p> <p>c) For the council to consider approving the quotation for the Storage bin for the Christmas lights £59.99+VAT.</p> <p>d) For the council to consider approving the cost of the panel signs for the planters £240.00 +VAT (Cllr Underwood).</p> <p>e) For Cllrs Anderson and Cotton to provide an update concerning the First Aid training day.</p> <p>f) For the council to consider approving the purchase of lanyards for members and staff approx. £55.00.</p> <p>g) For Cllr Senior/clerk to provide an update concerning the Street signs.</p> <p>h) For the council to consider approving the quotation for composite coat of arms plaques £60.00 +VAT (Cllr Underwood).</p> <p>i) For the council to approve the plaque wording for a planter (Cllr Underwood).</p> <p>j) For the council to note the information from the Regalia Working Group and the meeting planned on the 22nd June to discuss the regalia.</p> <p>k) For the council to consider cutting of additional keys £150.00 maximum budget.</p> <p>l) For the council to consider the three quotations received for the costing for boundary signs as per the approved budget.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13. | 191/26 | <p>Reports: Cllrs & Clerk: and to consider any actions</p> <p>a) For Cllr Cotton to inform the council of a litter pick event.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14. | 192/26 | <p>Receipt Matters: April 2026</p> <p>a) Unity Trust Bank current account 13/04/2026 Precept received - £61,991.00</p> <p>b) For the council to ratify the transfer from Unity Trust bank current account – Unity Trust bank instant access savings account £43,000</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 15. | 193/26 | <p>Financial Matters:</p> <p>a) For the council to ratify the final payment of £5.95 to Bradford County and Accounts Payroll</p> <p>b) For the council to ratify the payment of £253.19 to Defib World for a Defib battery – War Memorial</p> <p>c) For the council to approve Jill Davis May expenses £344.87</p> <p>d) For the council to note the Unity Trust bank balance instant access account April 2026 £67,834.79</p> <p>e) For the council to note the Unity Trust bank balance current account April 2026 ££18,304.06</p> <p>f) For the council to ratify the Insurance payment (delegated authority March 2026) of £1201.09 was paid on 7 April 2026.</p> <p>g) For the council to ratify the payment to Bradford County and Accounts Payroll £64.20</p> <p>h) For the council to approve the bank reconciliation and year to date information for April 2026</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 16. | 194/26 | <p>Payments To consider approving: (May 2026)</p> <p>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.</td> <td>Gem Compliance Training</td> <td>Emergency First Aid Course</td> <td>£1200.00</td> <td>£240.00</td> <td>£1440.00</td> </tr> <tr> <td>2.</td> <td>WBW Foundry Ltd</td> <td>Casting Street Signs</td> <td>£4612.00</td> <td>£922.40</td> <td>£5534.40</td> </tr> <tr> <td>3.</td> <td>St James Church</td> <td>Room Hire – May 2026</td> <td>£40.00</td> <td></td> <td>£40.00</td> </tr> <tr> <td>4.</td> <td>Staff Salaries</td> <td>May 2026 Salaries</td> <td>£905.47</td> <td></td> <td>£905.47</td> </tr> <tr> <td>5.</td> <td>HMRC</td> <td>Month 2 Payment</td> <td>£270.84</td> <td></td> <td>£270.84</td> </tr> <tr> <td>6.R</td> <td>Bradford Council</td> <td>Business Rates – May 2026</td> <td>£696.15</td> <td></td> <td>£696.15</td> </tr> <tr> <td>7.</td> <td>Steve Thorpe & Sons</td> <td>Invoice mowing Bowling Green - 9140</td> <td>£150.00</td> <td>£30.00</td> <td>£180.00</td> </tr> <tr> <td>8.</td> <td>Steve Thorpe & Sons</td> <td>Invoice mowing in Cross Roads Park - 9139</td> <td>£112.50</td> <td>£22.50</td> <td>£135.00</td> </tr> </tbody> </table> | No: | Name: | Reason: | Subtotal: | VAT: | Total: | 1. | Gem Compliance Training | Emergency First Aid Course | £1200.00 | £240.00 | £1440.00 | 2. | WBW Foundry Ltd | Casting Street Signs | £4612.00 | £922.40 | £5534.40 | 3. | St James Church | Room Hire – May 2026 | £40.00 | | £40.00 | 4. | Staff Salaries | May 2026 Salaries | £905.47 | | £905.47 | 5. | HMRC | Month 2 Payment | £270.84 | | £270.84 | 6.R | Bradford Council | Business Rates – May 2026 | £696.15 | | £696.15 | 7. | Steve Thorpe & Sons | Invoice mowing Bowling Green - 9140 | £150.00 | £30.00 | £180.00 | 8. | Steve Thorpe & Sons | Invoice mowing in Cross Roads Park - 9139 | £112.50 | £22.50 | £135.00 |
| No: | Name: | Reason: | Subtotal: | VAT: | Total: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. | Gem Compliance Training | Emergency First Aid Course | £1200.00 | £240.00 | £1440.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. | WBW Foundry Ltd | Casting Street Signs | £4612.00 | £922.40 | £5534.40 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3. | St James Church | Room Hire – May 2026 | £40.00 | | £40.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4. | Staff Salaries | May 2026 Salaries | £905.47 | | £905.47 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. | HMRC | Month 2 Payment | £270.84 | | £270.84 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.R | Bradford Council | Business Rates – May 2026 | £696.15 | | £696.15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7. | Steve Thorpe & Sons | Invoice mowing Bowling Green - 9140 | £150.00 | £30.00 | £180.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8. | Steve Thorpe & Sons | Invoice mowing in Cross Roads Park - 9139 | £112.50 | £22.50 | £135.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | | 9.R | Bradford Community Payroll and Accounts | Final payroll payment | £5.95 | | £5.95 |
| | | 10. | Worthway Coatings | Invoice 3763 powder coating for street signs | £890.00 | £178.00 | £1068.00 |
| | | 11. | Gordon Ellis & Co | New Forest Planter | £525.24 | £105.05 | £630.29 |
| | | 12. | BT | Monthly invoice 08 May 2026 | £45.95 | £9.19 | £55.14 |
| | | 13. | Jill Davis | May 2026 expenses | £291.37 | £53.50 | £344.87 |
| | | 14.R | G Moore & Co | Insurance 2026/2027 | £1201.09 | | £1201.09 |
| | | 15.R | Bradford Community Payroll and Accounts | Payroll payment | £53.50 | £10.70 | £64.20 |
| | | | | TOTAL | £11000.06 | £1571.34 | £12571.40 |
| 17. | 195/26 | Date of the Next PC Meeting: Ordinary Meeting of the Parish Council 17th June 2026 @7.00pm St James Church Hall, Albion Street, Cross Roads. BD22 9DL. | | | | | |