



Cross Roads Parish Council

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Cross Roads
BD22 9DL

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Dated: 10th July 2026

NOTICE OF AN ORDINARY MEETING OF THE PARISH COUNCIL

To all members of the Parish Council,

You are respectfully summoned to attend an 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 July** to transact the business set out in the agenda.

Signed: *Jill Davis*

Jill Davis 10/07/2026

*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).

ORDINARY MEETING OF THE PARISH COUNCIL

Wednesday 15th July 2026 – 7.00pm

A G E N D A

1.	215/26	a) Chairman's Opening Remarks:
2.	216/26	Apologies for Absence: a) To receive any apologies: b) To approve reasons for absence given by Councillors.
3.	217/26	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.	218/26	Declaration of Disclosable Pecuniary and Other Interests:
5.	219/26	Dispensations for Disclosable Pecuniary Interests:
6.	220/26	Minutes: a) For the council to consider approving the draft minutes of the Parish Council meeting held on the 17 th June 2026.
7.	221/26	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.
8.	222/26	Planning Matters: (upto the publication of the agenda and to consider any actions) a) For the council to consider making representations on new planning applications. Planning Application – 26/00901/FUL Change of use of existing touring caravan to replace 20No seasonal touring caravan pitches with 12No holiday lodges including associated cycle storage and supplementary landscaping (Retrospective) Bronte Country Park, Off 300 Halifax Road, Keighley BD21 5HW. 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.																																																
9.	223/26	Employment Matters: a) For the council to consider approving the clerk's overtime for June 12 hours – information attached. b) For the council to note the communication received concerning pension arrangements for the clerk. c) For the council to consider approving the new mileage rate of 55p per mile. d) For the council to consider approving the backdated new mileage rate from the 06/04/2026 -31/07/2026.																																																
10.	224/26	Administration Matters: a) For the clerk to update the council concerning CCTV matters. b) For the council to approve for the Ward Officer to attend the PC meeting in September c) For the council to approve Mr Naylor Bradford Council to attend the PC meeting in October (waiting for confirmation)																																																
11.	225/26	Christmas 2026: a) For the council to consider approving a budget for £100.00 for the Christmas card and postal costs and for the council to decide on the Christmas card design. b) For the council to consider approving Green & Tidy to maintain and install and remove the Christmas tree at a suggested budget of £1300.00 (quotation requested) c) For the council to consider approving the purchase of the Christmas tree (same design as 2025) from Yorkshire Christmas Trees at a suggested budget of £1200.00 (quotation requested) d) For the council to consider approving Charlestown Ltd to install and remove the Christmas lights – quotation £5500.22 (based on 44 Christmas lights from 2025)																																																
12.	226/26	Village Matters: a) For Cllr Senior to update the council concerning the street signs. b) For Cllr Arana to update the council concerning the Regalia and to consider any actions. c) For the council to discuss the framing of the Coat of Arms and consider any actions. d) For the council to consider requesting quotations to repaint the bollards outside the entrance to the park (Cllr Underwood). e) For Cllr Arana to update the council on the installation of the banner arms and painting of the lamp posts. f) For Cllr Underwood to update the council concerning the installation of the plaques in the village. g) For the council to consider approving the purchase of the wreath and any other items for the Remembrance Event budget £200.00 h) For the council to consider the requirements for Remembrance Day 8 th of November i) For the council to consider purchasing signage for the herb planter £50.00 Cllr Cotton j) For the council to discuss the information concerning The Keighley Town Board – Pride in Place Fund and consider any action. k) For the council to consider approving the quotation from Steve Thorpe for £200.00 for the delivery, and products for the new Herb planter. l) For the clerk to update the council concerning the PC's Facebook page and to consider any actions from the update. m) For the clerk to update the council concerning the PC's website and to consider any actions from the update.																																																
13.	227/26	Reports: Cllrs & Clerk: and to consider any actions a) To inform the council that the public toilets will be closed from the 24/07/2026 -27/07/2026 due to annual leave.																																																
14.	228/26	Receipt Matters: June 2026 18/06/2026 – To ratify the transfer of £1300.00 from the Instant Access Account to the Current Account 09/06/2026 – VAT Reclaim received £1369.70 30/06/2026 – Interest received £292.13																																																
15.	229/26	Financial Matters: a) For the council to approve delegated authority to the clerk for actioning August 2026 payments and also for any other invoices or works that may need to be undertaken before the next PC meeting in September. b) For the council to note the bank balance of the Unity Trust Bank current account bank balance June 2026 - £1,416.25 c) For the council to note the bank balance of the Unity Trust Bank instant access account bank balance. June 2026 - £66,826.92 d) For the council to ratify the payment of £150.00 to Mr Dando for planning advice. e) For the council to approve invoice £255.00 D Holmes Contracting Services f) For the council to consider approving the May Bank Reconciliation g) For the council to consider approving the annual insurance payment for the storage unit £319.01 h) For the council to consider approving Jill Davis July expenses £155.32																																																
16.	230/26	Payments To consider approving: (July 2026) R=Retrospective. The council may wish to consider approving the invoices en bloc <table><tr><th>No:</th><th>Name:</th><th>Reason:</th><th>Subtotal:</th><th>VAT:</th><th>Total:</th></tr><tr><td>1.R</td><td>Unity Trust Bank</td><td>Bank services 30/06/2026</td><td>£7.00</td><td></td><td>£7.00</td></tr><tr><td>2.R</td><td>Mr M Dando</td><td>Planning advice</td><td>£150.00</td><td></td><td>£150.00</td></tr><tr><td>3.</td><td>Staff Salaries</td><td>June 2026</td><td>£1135.12</td><td></td><td>£1135.12</td></tr><tr><td>4.</td><td>HMRC</td><td>Month 4 HMRC Payment</td><td>£371.53</td><td></td><td>£371.53</td></tr><tr><td>5.</td><td>St James Church</td><td>Room hire June 2026</td><td>£40.00</td><td></td><td>£40.00</td></tr><tr><td>6.R</td><td>Bradford Council</td><td>Business Rates – July 2026</td><td>£58.00</td><td></td><td>£58.00</td></tr><tr><td>7.</td><td>St James Church</td><td>Room hire July 2026</td><td>£40.00</td><td></td><td>£40.00</td></tr></table>	No:	Name:	Reason:	Subtotal:	VAT:	Total:	1.R	Unity Trust Bank	Bank services 30/06/2026	£7.00		£7.00	2.R	Mr M Dando	Planning advice	£150.00		£150.00	3.	Staff Salaries	June 2026	£1135.12		£1135.12	4.	HMRC	Month 4 HMRC Payment	£371.53		£371.53	5.	St James Church	Room hire June 2026	£40.00		£40.00	6.R	Bradford Council	Business Rates – July 2026	£58.00		£58.00	7.	St James Church	Room hire July 2026	£40.00		£40.00
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		8.	D Holmes Contracting Services	Installing lamp posts planters and plaques in the village	£255.00		£255.00
		9.	Bradford Council	Purchase and installation of 6 boundary signs	£2675.04	£535.01	£3210.05
		10.R	Gordon Ellis & Co	Lamp Post baskets	£1013.54	£202.71	£1216.25
		11.	BT	Monthly invoice 08 July 2026	£45.95	£9.19	£55.14
		12.	Unity Trust Bank	Bank Services 31/07/2026	£7.00		£7.00
		13.	G.Moore & Co Ltd	Annual insurance payment – storage unity	£319.01		£319.01
		14.	Jill Davis	July 2026 expenses	£137.46	£17.86	£155.32
				TOTAL	£6254.65	£764.77	£7019.42
17.	231/26	Date of the Next PC Meeting: Ordinary Meeting of the Parish Council 16th September 2026 @7.00pm St James Church Hall, Albion Street, Cross Roads. BD22 9DL. No PC Meeting in August 2026.					
18.	232/26	Closed Session: Temporary exclusion of press and public: Pursuant to the Public Bodies (Admission at Meetings Act 1960. (The Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed) VOTE REQUIRED:					
19.	233/26	Employment Matters: a) For the council to consider any actions from an employment matter.					