

## MINUTES OF BRADFORD COMMUNITY COUNCIL MEETING

Held on Monday 15<sup>th</sup> April 2019, 6:00pm  
At the Park Lane Centre

### Present:

Councillor Balaal Hussain Khan	-	Holme Top	Chair
Councillor Shah M. Khokhar	-	Marshfields	
Councillor Imran Younas	-	Marshfields	
Councillor Sadaqat Ali Khan	-	Melbourne	
Councillor Shahzada Meer	-	Ripley	
Councillor Nasreen Khan	-	Parkside	
Councillor Niaz Hussian Ali	-	Parkside	
Councillor Satnam Singh	-	Woodroyd	
Councillor Habib Afsar	-	Woodroyd	(Arrived 6:10pm left 6:50pm)

### In attendance:

Mohammed Rafiq	-	Clerk
----------------	---	-------

### Public Session:

No members of the Public Present

#### 1. To receive Chair's Welcome

Councillor Balaal Hussain Khan chaired the meeting and welcomed the Councillors to the meeting.

#### 2. To receive apologies for absence

Councillor Abrar Hussain	-	Melbourne
Councillor Zembir Akhtar	-	Ripley
Councillor Javed Khan	-	Holme Top
Councillor Fareeda Mir	-	Ward Councillor

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

Councillor Shahzada Meer declared an Interest in Item 14 payment made to West Bowling Activity Group.

#### 4. To approve the minutes of the 11<sup>th</sup> March 2019 as a true and accurate record

The minutes were proposed by Councillor Sadaqat Ali Khan and seconded by Councillor Shah M Khokhar.

**Resolved** – The minutes were approved as a true and accurate record.

#### 5. Matters arising from the previous meeting

None

#### 6. To receive Finance report from RFO

The Finance officer presented a forecast for the year 2019-20. The forecast showed a deficit of £8,201.00 and the RFO explained to the Council that following the decision of the Bradford Trident Board not to increase the contribution to the Council, the Council will have to review the projects planned for next year otherwise the Council will be insolvent within the final quarter of the New Financial Year.

**Resolved** – The Council will be exploring further options of increasing the in come.

#### 7. To make a decision on whether to apply for an External Audit with PKF.

The RFO explained that as the Council's Income and expenditure was below £25,000.00 for the fiscal year 2018/19, it is exempt from an external audit for fiscal year 2018/19.

**Resolved** - The Council resolved that even though it was exempt the Council will not certify itself exempt from and external audit for the fiscal year 2018/19. This was moved by Councillor Sadaqat Ali Khan and seconded by Councillor Niaz Hussian Ali.

### **8. To review GDPR Policies**

The clerk presented the Council with the following policies to review:

- BTCC Document Retention and Disposal Policy
- BTCC Email Contact Privacy Notice
- BTCC Information Data Protection Policy 2018
- BTCC Privacy Notice
- BTCC Removable Media Policy
- BTCC Retention of Documents - Appendix A List of Documents for Retention or Disposal
- BTCC Social Media Policy

**Resolved** – The above policies were proposed to be approved by Councillor Shahzada Meer and seconded by Councillor Satnam Singh.

### **9. To Discuss the Small Grants Scheme**

This item was deferred to the next meeting as the Council were awaiting Clarification from Bradford Trident with regards to the grant received for the small grants scheme.

**Resolved:** The Clerk will chase up Bradford Trident for a reply.

### **10. To receive feedback from the Ward Councillors**

As there were no Ward Councillors present this item was moved to the next meeting. The clerk informed the Council that he had sent an email requesting the Ward Councillors to attend.

**Resolved:** The council asked the Clerk to write again to the Ward Councillors requesting them to attend the next meeting.

### **11. To discuss the Anti Drugs Campaign.**

After a general discussion it was agreed that the Council will attempt to approach The Bridge Project and the new Bradford Council ADEPT service which has been launched to see if they can assist the Council to run some training workshops at different community venues.

**Resolved** – The clerk to contact Bradford Council ADEPT service.

### **12. To Discuss Contents of BD5 Magazine**

The clerk informed the Council that the Deadline date submission of any material in the bD5 magazine is Monday 13<sup>th</sup> May 2019, however could all councilors send in any news articles they would like to be published by 10<sup>th</sup> May 2019.

**Resolved** – The Councillors to send any material for Publication to the clerk.

### **13. To consider planning applications received**

- 3 Challis Grove Bradford West Yorkshire BD5 7HT
- 6 Raynbron Crescent Bradford West Yorkshire BD5 8QJ
- 8 Dalcross Grove Bradford West Yorkshire BD5 7SB
- 10 Melbourne Terrace Bradford West Yorkshire BD5 0HY (x2)
- 12 Bude Road Bradford West Yorkshire BD5 8LA
- 28 Hutson Street Bradford West Yorkshire BD5 7LS
- 41 Bolingbroke Street Bradford West Yorkshire BD5 9NL
- 119 Little Horton Lane Bradford West Yorkshire BD5 0HT
- 130 New Cross Street West Bowling Bradford West Yorkshire BD5 8BS
- Douglas Mills Bowling Old Lane Bradford West Yorkshire
- Former Site Of Dunoon House Newall Street Bradford West Yorkshire
- 8 Rigton Street Bradford West Yorkshire BD5 7NN

**Resolved** – there were no objections to the above applications subject to neighbours' approval.

#### **14. To consider the following payments for approval**

**Resolved** – The Council approved payment of the following accounts paid under the Clerk's delegated authority since the last meeting

- West Bowling Activity Group (Women's Empowerment Group) - £300.00
- Zurich Municipal - £285.93
- Dr A Azam (Parkside Medical Practice) - £300.00
- Bradford Trident Ltd - £232.50
- Shalamar - £50.00
- Mohammed Rafiq - £43.54
- Information Commissioner - £40.00
- Yorkshire Local Councils Associations - £1429.00
- Bradford CPA - £2158.92

#### **15. To set a date for a co-option meeting**

The clerk informed the Council as there had only been 7 Nominations for the Elections there are vacancies free in the following Wards:

Marshfields  
Melbourne  
Parkside  
Ripley  
Woodroyd

**Resolved** – The Clerk will advertise these vacancies and the any requests received for Co-option will be considered at the next Council meeting.

The meeting closed at 7:30pm