

## MINUTES OF BRADFORD COMMUNITY COUNCIL MEETING

Held on Monday 28<sup>th</sup> October 2019, 6:00pm  
At the Park Lane Centre

### Present:

|                             |   |                   |
|-----------------------------|---|-------------------|
| Councillor Sadaqat Ali Khan | - | Melbourne & Chair |
| Councillor Shah M. Khokhar  | - | Marshfields       |
| Councillor Imran Younas     | - | Marshfields       |
| Councillor Javed Khan       | - | Holme Top         |
| Councillor Shahzada Meer    | - | Ripley            |
| Councillor Satnam Singh     | - | Woodroyd          |
| Councillor Habib Afsar      | - | Woodroyd          |

### In attendance:

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

### Public Session:

There were no members of the Public present

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

Councillor Sadaqat Ali Khan chaired the meeting and welcomed the Councillors to the meeting.

#### 2. To receive apologies for absence

|                                |   |           |
|--------------------------------|---|-----------|
| Councillor Balaal Hussain Khan | - | Holme Top |
| Councillor Niaz Hussain Ali    | - | Parkside  |

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

None.

#### 4. To approve the minutes of the 9<sup>th</sup> September 2019 as a true and accurate record

The minutes were proposed by Councillor Satnam Singh 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 discuss resignation of the Clerk and appointment of a new Clerk and Interim management.

The Chair informed the council that the Clerk has tendered his resignation to finish his employment on Friday 3<sup>rd</sup> January 2019.

**Resolved** – After discussion it was agreed that the Clerk will put together and advert and forward it along with the Job Description to the rest of the Council. This will then be advertised and clerk was asked if he was willing to help the Council with basic clerical duties until a replacement was found.

#### 7. To receive the external Auditors report

The Finance officer presented the External Auditors report and the concerns raised in the report: that the council should have answered No to Section 1 Assertion 4 in the AGAR report.

**Resolved** – The Clerk explained to the Council that this was an oversight on his part and he should have brought this to the attention of the Council at the time of completing the AGAR and as the Council had acted upon the recommendations of the External Auditors report in the 2017-18. The Council accepted the Clerk's explanation.

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

The Finance officer presented a report and advised the Council that we still have a potential Deficit at the end of the Financial year and the Council do need to consider charging a precept.

Also the Clerk informed the Council that the Chair will and Vice Chair of the Council have had a productive meeting with the Chair of Bradford Trident and have agreed that they will now meet the Facilities Manager of Bradford Trident negotiate the Lease of the Community Council office.

**Resolved** – The clerk to arrange a meeting between the Chair and the Vice Chair of the council and the Facilities Manager of Bradford Trident to negotiate the Lease of the Community Council Office.

#### **9. To Discuss Chairmanship Training for the Chair**

The clerk informed the Council that YLCA were holding a training session for the Chairs of Parish Councils for a charge of £45.00 for a 3 hour session.

**Resolved** – It was agreed that the clerk will book a place for the Chair Councillor Sadaqat Ali Khan to attend the training.

#### **10. To review the application form, guidelines and the Terms of Reference for the small grants.**

The clerk informed the Council that Mahmood Mohammed and his team from Bradford Council are willing to assist the Council with the Participatory Budget Process and are quite happy to meet with the Council to do a presentation on how this process works.

**Resolved** – The Council agreed that the Clerk would arrange a meeting with Mahmood Mohammed and the council to look into the Participatory Budget process and see if this could be applied to the small grants process.

#### **11. To receive feedback from Ward Councillors**

**Resolved** – This item was deferred to the next meeting as no Ward councillors were present.

#### **12. To Discuss Correspondence received:**

- **Email from Bradford East Ward Officer**

The clerk informed the Council we had received an email from the Bradford East Ward Officer inviting members to a community Celebration event at Bowling Old Lane Cricket Club on Wednesday 30<sup>th</sup> October 2019..

**Resolved** – After a discussion took place on this issue it was resolved that Councillors will try to attend the event.

- **Email from an ex Councillor re-ipads**

The clerk explained an email has been received from an ex Councillor enquiring if they can purchase their old ipad, which was given to them in 2017 when they were a councillor.

**Resolved** – The Council agreed that the Clerk will provide the Councillor with a price based on the current market value of the ipads and ask them if they wish to purchase the ipad or return it.

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

- 4 Dalcross Grove Bradford West Yorkshire BD5 7SB
- 189 - 191 Upper Castle Street Bradford West Yorkshire BD5 7RY
- 780 Manchester Road Bradford West Yorkshire BD5 7QP
- 144 New Cross Street West Bowling Bradford West Yorkshire BD5 8BS
- 262 Parkside Road Bradford West Yorkshire BD5 8RB

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

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

- Friends of Horton Park - £300.00
- PKF LittleJohn - £240.00
- Bradford CPA - £2088.12

**Resolved** – The Council approved the above payments

The meeting closed at 7:45pm