



# WILSDEN PARISH COUNCIL

The Village Hall,  
Wilsden,  
Bradford,  
BD15 0HT.  
West Yorkshire.

[www.wilsdenparishcouncil.gov.uk](http://www.wilsdenparishcouncil.gov.uk)

**MINUTES OF THE MEETING OF WILSDEN POST OFFICE WORKING GROUP HELD ON TUESDAY 26<sup>TH</sup> JANUARY 2016 IN ST. MATTHEW'S CHURCH, MAIN STREET, WILSDEN AT 7 .00 P.M.**

**START: 7.00 pm**

**FINISH: 9.00 pm**

**Present:** Cllr. Allison, Cllr Dufton, Cllr. Overend, Cllr. Webster, Jenny Lightowler, Malcolm Gray, Linda Storton and Jean Ackroyd.

**In Attendance:** Ruth Batterley, Clerk and Maria Sutcliffe, Assistant Clerk.

**Public:** Two members of the public

**Bradford MDC:** Nil

**Press:** Nil

Introductions were made around the table before the meeting commenced.

## **2015/12 Declarations of Interest**

1. To receive declarations of interest for items on the agenda.
2. To receive written requests for dispensations for disclosable pecuniary interest.

There were none to declare.

## **2015/13 To receive and consider approving apologies for absence.**

**Resolved** to approve apologies from Councillor Caunt, McNamara and Callaghan. Apologies were also received from Debbie Ellison and Ashley Howse.

## **2015/14 To confirm as a correct record the minutes of the Post Office Working Group meeting held on Wednesday 13<sup>th</sup> January 2016.**

**Resolved** to confirm as a correct record the minutes of the Post Office Working Group meeting held on Wednesday 13<sup>th</sup> January 2016. Cllr. Allison (Chair) signed and dated the minutes.

## **2015/15 Public Participation**

There was no public participation.

**2015/16 To receive Tony Dylak, Chief Executive of Royds Community Enterprise to discuss running successful community businesses.**

Tony Dylak was unable to attend the meeting as another urgent meeting had come up. He will be invited to attend the next meeting.

**2015/17 To review the different options for a community interest company.**

The Community Interest Companies (CIC) document was tabled and discussed. Ruth Batterley to contact YLCA and request they put out an e-mail to local parish councils in order to see if any have formed a community business.

The working group agreed that the post office should be named Wilsden Community Post Office.

CLLr. Allison asked the question as to whether the post office should be limited by guarantee or shares. CLLr. Webster advised that limited by guarantee would be the best option.

CLLr Allison informed the group that we would benefit from advice and support from Locality at a cost of £75. per year.

There was also a discussion about renting the flat above the post office.

Linda Storton gave her views as to what the post office premises could be used for along with post office services. She stated that a Community Café where residents i.e. mums from school, the elderly, etc. could call in and meet other residents. There have been other community cafes set up in the local area which have been a huge success. Linda also advised that there are grants available to set up these type of cafes.

**2015/18 To receive an update on contact with local businesses to obtain details of the services they would like the local post office to offer.**

Malcolm Gray and Jenny Lightowler had made contact with local businesses to obtain details of the services they would like the local post office to offer and had received the following feedback:

- Businesses would welcome a return of a post office in Wilsden.
- Advice and postage from the post office counter.
- A cash machine.
- Car Tax.
- Passports.
- Payment of Council invoices.
- Drop off and collect service.

Other Retail Outlets to include:

- Newspapers/greeting cards/stationery.
- Dry cleaning outlet.
- Tuck shop.
- Green Grocery.
- Photocopying facilities.
- Florist.
- Food Takeaway.

Jenny also mentioned that a number of businesses in Wilsden are run from home and suggested that she and Malcolm would telephone them for their views.

**2015/19 To receive updates on Working Group member visits to community post offices.**

Cllr. Allison and Jenny Lightowler to visit Huby Community Post Office. Cllr. Allison and Ruth Batterley to visit Meltham Community Post Office.

**2015/20 LEADER FUNDING.**

Cllr. Allison advised that there is a European wide funding to encourage activity and business growth in rural communities. There is £90,000 available to support developing businesses in the area. Cllr. Allison has arranged to attend a meeting in Keighley on Monday 1 February to see if Wilsden would meet the criteria. Jenny Lightowler to accompany Cllr. Allison to the meeting.

**2015/21 To consider how to establish the type of services Wilsden residents would like from a community post office.**

The group discussed on how best to contact local residents to establish the type of services they would like from a community post office. Suggestions were:

- to put out a questionnaire
- Wilsden Primary School
- Wilsden Village Hall Spring Fayre

**Resolved** Jenny Lightowler and Malcolm Gray will devise a questionnaire for local residents.

**2015/22 To set future dates for Post Office Working Group meetings.**

The next meeting of the Post Office Working group to take place on Wednesday 10<sup>th</sup> February 2016 in the Village Hall at 7 p.m.