

**THORNER PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Tuesday 10<sup>th</sup>**  
**September 2024 at the Over 60's Bungalow, Main Street, Thorner.**

**Present;**

**Councillors:** A.Scott (Chair), R.Brittain, V.Forster, J.LeRoy, S.Llewellyn,  
T.Mycock and A.Wallis.

**In attendance:** Clerk to the Council; Barry Riley.

3 members of the public were in attendance for parts of the meeting.

**1.Apologies.**

Councillor Wilson.

The reason for not attending was accepted.

**2.Ethical Code.**

No interests were disclosed.

**3.Minutes.**

The minutes of the previous Parish Council meeting, were approved and signed by the Chair Councillor Scott.

**4.Admission of the public and press and representations.**

a) There was no person wishing to record the meeting.

b) 2 members of the public attended to observe comments regarding agenda item 12.a.

A representative from the RBL was in attendance to comment on agenda item 14.b.

c) No representations received.

d) Ward Councillor Firth was not able to attend but had provided Councillor Scott with an update on matters previously raised which were:

Flooding

A review of flood alleviation prevention measures had been undertaken by Leeds CC with the findings issued to members.

Church View was being reviewed due to internal flooding of property.

The dropped kerb on Main Street was being expedited for replacement with a full kerb.

Contractors were on site today (Carr Lane).

HGV surveys.

There is going to be a meeting with Chris Proctor on 11<sup>th</sup> September 2024.

Butts Garth

No progress yet.

Voneus

The resident had contacted him (minute 4.c) 13<sup>th</sup> August 2024), he had now stopped the pole outside his house, but is concerned about how he will be able to be connected.

Ellerker Lane

He had not obtained approval for the location of a dog waste bag dispenser (minute 8.5 13<sup>th</sup> August 2024), but now had the photograph previously supplied to him, to progress this.

**5.Confidentiality.**

Agenda item 14.a. was of a special and confidential nature of the business about to be transacted, that the public and press would be temporarily excluded and they be instructed to withdraw (Standing Order 13).

**6.Police.**

The link for reporting non-emergency crimes or Anti-social behaviour is

[www.westyorkshire.police.uk](http://www.westyorkshire.police.uk)

The link for the Police web site-

<https://www.police.uk/pu/your-area/west-yorkshire-police/leeds-north-east/>

Councillor Scott commented that there were 7 crimes recorded in July 2024. There were 3 for violence and sexual offences, 1 for burglary, 1 for criminal damage and arson and 2 other crimes which were for public order and vehicle related. Community Alert scheme.

<https://www.westyorkshire.police.uk/west-yorkshire-community-alert>

### **7.Planning applications/appeals/enforcement action, received.**

7.1 Members having reviewed application 24/04850/FU for a single storey rear extension at 1 Saw Wood Barns, York Road, had no objection.

7.2 Members duly noted the information provided in the planning log.

### **8.Financial Matters.**

8.1 Members were informed about the payments for September 2024;

**Resolved:** that the following be approved and passed for payment:

#### **Accounts for Payment:**

<b>Date prepared</b>	<b>Sep-24</b>			
<b>EFT Type</b>	<b>Details</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
S/Order	B Riley- Clerk Salary	£935.11		£935.11
BACS	British Telecom - Phone	£36.00	£7.20	£43.20
BACS	Nest - Pension	£63.56		£63.56
BACS	J&D Groundworks	£525.00		£525.00
D/Debit	HSBC - Bank Charges	£8.00		£8.00
	<b>Total Payments</b>	<b>£1,567.67</b>	<b>£7.20</b>	<b>£1,574.87</b>

8.2 Members were in agreement with the content of the monthly budget monitor and bank reconciliation report for appropriate governance.

8.3 Having reviewed the quote provided for the purchase of extra Christmas Lights, it was agreed to purchase 4x5 metre lengths of string lights in bright white.

8.4 Councillor Llewellyn was awaiting quotes for the provision of plants for the new planters, from the Officer at The Arium garden centre. When received they would be circulated for consideration.

8.5 Following discussion it was agreed to purchase signage for the new benches and planters in the name of the Parish Council. Councillor Llewellyn would contact the organisation who had placed the existing signage for a quote.

8.6 It was agreed that the Clerk would submit invoices for the hours he had worked on the Grounds Maintenance Contract, rather than any change be made to his employment contract.

8.7 Having applied due diligence to the new Financial Regulations presented, it was agreed to approve and adopt them. With regard to Electronic payments paragraph 7.6, it was agreed that the Chair and Vice Chair should be the authorised signatories, the Clerk would arrange this to be implemented.

### **9. Action Plan.**

The updated report was issued to members for approval.

The relevant actions completed and to be undertaken were noted and agreed.

The latest version would be updated on the website.

### **10. Matters arising from previous minutes.**

No matters arising.

### **11.Neighbourhood Plan Steering Group**

It was noted that the recent communication from Leeds CC stated that so far, they had received 13 complete responses to the survey. There were an additional 60

partial responses which were mostly people who opened the survey but did not start it. This number of responses suggested that people have been able to access the required information.

**12.To consider any new correspondence received and decide action where necessary.**

- a. Following comments about when hedges would be cut, which did not correlate with the existing Grounds Maintenance schedule, the Clerk would meet with Councillor Mycock in October to arrange, which and how, hedges would be cut on Millennium Green, A quote would then be sought for the work to be carried out.
- b. Further to the report received about incidents concerning dog waste, it was considered that the existing signage placed around the village was sufficient to deter such incidents.
- c. The Clerk confirmed that the accident claim received was not a matter concerning the Parish Council.

**13.To receive reports from outside bodies.**

Councillor Wallis would represent the Parish Council and comment on the problems experienced with the Leeds Festival, at the debrief meeting arranged for Thursday 12<sup>th</sup> September 2024 with Festival Republic.

**14.To receive a report from the Clerk or Councillors, on any new or ongoing minor matters.**

- a. Clerk report relating to the Grounds Maintenance Contract (see agenda item 5.)
- b. Members duly noted and were in agreement with the schedule for Remembrance Sunday. It was agreed that Paul Oldfield of the RBL would be appointed the Parade Marshall and Councillor Scott would be the contact point for the Police. The representative from the RBL duly noted the arrangement and what was required of them.

**15.To notify the Clerk of matters for inclusion on the next Agenda.**

Maintenance of the Boules Court.

**16.Date of next meeting.**

**Resolved;** that the next Parish Council meeting will be on Tuesday 8<sup>th</sup> October 2024 in the Over 60's Bungalow, Main Street, Thorner.

**17.Matters to be discussed at the exclusion of the public and press.**

The reason why the resident was occasionally parking his car on Butts Garth was noted, but no guidance would be given on where other disabled drivers should park. The Clerk explained how the contractor worked, using the equipment he had, did not align with the schedule expected (see also agenda item 12.) and therefore the reason why problems had arisen. The existing contract would not be extended and any extra work from October to December, would be subject to a request and a quote provided, it could then be actioned by the Clerk via delegated decision (see minute 14. 09<sup>th</sup> July 2024).

Signed .....  
Chair Thorner Parish Council

Date.....

**The meeting closed at 9.16pm.**