

From: **Lee Aaron**

Date: Fri, 16 May 2025 at 17:12

Hi Barry,

For the meeting agenda in June, I'd like to discuss a couple of items please connected with the development underway for the Playing Fields behind the Arium:

- Proposed "Pedestrian Entrance from Public Right of Way", item "A" on the attached plan. Concerns were raised by numerous Thorner residents in the Annual Meeting of Electors on 07/05/25 with regards to the proposed cycle path that was on that meeting agenda and that proposal was then dismissed due to objections and lack of any genuine interest from residents. The key concern was impact on security for residents in the village by opening up the playing fields to the public right of way and thus into the village. It is our view that this proposed entrance on the attached plan poses exactly the same risk. It is not clear why an entrance would be needed as the access to and from the playing fields is intended to be from the Arium only. Have these security concerns being considered at any point?
- The drainage issues in the village also raised during the same Annual Meeting of Electors highlighted the increasing severity of such issues each year, primarily due to climate change. The playing fields development work is creating a knock on flooding issue in this respect by taking the surface water from a large area on the playing fields and feeding it all into inadequate drainage ditches across fields already flooded under heavy rain conditions. Numerous houses were impacted in the Saw Wood Barns development by flooding from the run off in these fields last year. In the attached plan, the proposed drainage point marked "B" has not been implemented. Instead there has been a cheap and quick solution implemented where the run off from the "Attenuation Basins" simply runs straight into the drainage culvert at point "C", this is not as per the plans approved and has added to an existing significant flood risk to a number of properties at Saw Wood House & Barns. How is this serious environmental issue addressed.



Note both these matters have been raised with Sam Firth in October 2024 and followed up with a number of emails to try and get some progress made looking into these matters, with no response.

I am still also awaiting details of any planning department names / contact details in the council to follow up these issues with, again chased but no response.

Thorner Greenway

11th October 2024

To; sam.firth@leeds.gov.uk

Hi Sam,

Hope you are well.

I spoke to you about a year ago and exchanged some emails regarding some pre purchase enquiries when we were buying 1 Saw Wood Barns, Leeds, LS14 3AD. We subsequently moved in at the end of November 2023.

Since moving in I attended one of the Thorner Parish meetings about 6 months ago and briefly spoke to Steven Wood, then again bumped into him more recently when he was walking across the path that crosses our access lane. He then kindly shared the emails below as I was interested in the work being done to create the playing fields.

I would like to raise a number of issues that we, and our immediate neighbours, have regarding the development work for the football pitches and the other proposal outlined on the emails below. The properties impacted are Saw Wood House, plus 1,2,3, and 4 Saw Wood Barns, Leeds LS14 3AD.

- The work being done to create the football pitches is already impacting the sensitive balance of wildlife here by the development disruption, some of which I believe is protected. This includes bird species such as Lapwings, Barn Owls, Kestrels, and Red Kites. We also have newts in the area, bats, and many other forms of rare wildlife. There seems little regard for any of this when it comes to the planning approvals, and now the work being done in the area. Who is responsible for monitoring the current and on going environmental impact?
- There is already an existing flood issue from the fields in front of our properties. A few months back after heavy rain we had severe floods with a massive volume of water coming off the saturated fields and running into the lower ground where our houses are located. Late one night our garages were all flooded and our house at 1 Saw Wood Barns was particularly affected as we had rising levels of water in our Courtyard that could not escape into the drains quickly enough to subside, this water level rose to about 10mm from entering our front door before it luckily started to back off. We were very close to having a serious incident flooding the ground floor of our home. I am sure you are well aware of the floods in Thorner village itself that have been caused over the last year affecting many homes. Our climate is continuing to change and this is only going to get worse over time.
- The "Attenuation Basins" that have been created, as per the attached plans, are now filled with rain water are already pushing large volumes of additional water in to the undersized and inadequate drainage ditches through the same fields that are already flooding. This impact should have been picked up on the flood risk assessments done prior to planning approval and now require urgent attention as they have added

significantly to a pre existing flood risk affecting our homes. How do we get this flood issue addressed?

- There is a detail on the attached plan saying "Proposed Drainage Point Connection to 375mm Culvert under access road to be agreed.". I would have expected this drainage plan, including the route under the access lane to have been agreed by the land owner, our neighbour Graham Middleton. However, when I recently spoke to him he didn't seem aware of this drainage point being introduced onto his land. How do we formally raise this issue?

- If the "provision" of a link from the Mirry Carr path referred to as "Pedestrian Entrance from Public Right of Way" on the attached plan went ahead it would cause a significant impact on the 5 properties here for a number of reasons:
 - There would be a worrying impact on the security of our homes. As is the case with any new build estate, the creation of short cuts to / from residential areas into open ground that allow potential burglars / thieves to enter and exit is strictly limited and frowned upon by the police when feeding into planning consultations. Can we have confirmation whether the Police have been consulted regarding this planned provision, I suspect not?
 - There would be a detrimental impact on the value of our homes as any potential buyer would have the same concerns we now have. This is in addition to the impact already being introduced by the football pitches being built. Once in use these will add noise and disruption to a protected remote rural location on green belt land. Has this been considered?
 - There is seemingly no justifiable rationale for the addition of this link to the public right of way:
 - Access to / from the football pitches is clearly intended from the Arium where the parking is.
 - The public right of way is only accessible from the road into Thorner village (Thorner Lane) where there is no parking and no houses close by. There is therefore no logical reason anyone would walk from the public right of way to gain access the football pitch facility.
 - If anyone wanted to get to the Arium they would simply walk straight down Thorner Lane to the main Arium entrance
 - There is also no reason anyone using the football pitches would then require access on to the public right of way, they would simply return back to the Arium and exit the same way
 - There is considerable thought in the plans for securing access to and from the playing fields as they are intended for use purely by teams playing there. This is not a general recreation facility. Perimeter fencing, barriers and secure gates etc have been incorporated. Adding this link gate to the path would then compromise all these access

measures. Was this added as an afterthought or late change because of some specific request, similar to the requested Cycle Path?

- The email trail below states: "Hopefully the footpath link between the Arium and Miry Carr footpath will soon go in. This is likely to lead to increased use of the existing footpath, which will need some maintenance. The attached photographs show the state of the path at by Saw Wood House. The path is overgrown in places, and prone to flooding."
 - This re emphasises the flood issues, to both our properties, the fields, and the existing footpaths.
 - The predicted increased use of the footpath is of concern for the reasons above
- There is also reference to "Opening up the footpath as a Cycle Way is the ultimate intention. "
 - This proposal has all the same issues as the link to the football pitches
 - There is no obvious benefit from this cycle route as the path leads to farmers fields where the old disused railway line runs. There is no route beyond the Saw Wood properties where a cycle path could actually run as far as we can see, so it's not clear why this is even being considered. Please confirm what the status is with this proposal.
- We already have numerous lost walkers each week who enter our private property where the access road crossed the public right of way. Since moving in I have redirected many people back to the path who have tried to either walk up to our houses, or down the access road thinking they can get on to York Road. Opening this path up to more pedestrians / cyclists / visitors of the football pitches / criminals is just adding to another pre existing issue we have to deal with already.

Can you please advise how we can get together with you to discuss all this further as a matter of urgency as the work seems to be pushing on at the moment without any of the above problems being acknowledged. This is rather more than a typical NIMBY type of complaint due to the particular location of the site and the surroundings involved.

Thank you in advance.

Regards,

Lee Aaron

THORNER PC								
Address	Planning No;	Work being done	Date	PC Mtg Date	Comments	Result	Appeale	Result
Meadow Croft, Sandhills	24/07304/FU	Part garage conversion to habitable room space; single storey rear extension; dormer window to rear; new patio door to rear with balustrade and new roof light to side	02.01.25	14.01.25	No objections	Approved 31.03.25		
6 The Close	24/05463/FU	Resubmitted plans for the erection of detached single storey annexe to form ancillary accommodation to side/rear, partial removal of existing fencing and erection of new fencing and gate, extension of hardstanding to front.	21.01.25	11.02.25	No comment	Approved 11.02.25		
54 Main Street	25/00956/FU	Replacement windows to front and rear	25.02.25	11.03.25	No objections	Approved 15.04.25		
Lowfield Cottage Carr Lane	25/01281/FU	Variation of condition 2 (Approved Plans) to previously approved Planning Application 24/02949/FU (Single storey extension to rear ; replacement of timber outbuilding to rear of garden) to amend pitched roof to flat roof on outbuilding	12.03.25	08.04.25	No objections	Approved 28.04.25		
Thornleigh 2 Spion Kop Claypit Lane	25/01339/FU	Single storey side extension, replacement roof to existing rear extension including roof windows, canopy to rear extension	12.03.25	08.04.25	No objections	Split Decision 14.03.25		
1 Kirkfield Avenue	25/01730/FU	Demolition of existing garage & outbuilding; Two storey side extension incorporating Juliet balcony to side; New open porch to front; New render finish	31.03.25	08.04.25	No objections	Refused 13.05.25		
Former Site Of Mareda Sandhills	25/01713/FU	Addition of new entrance gate to front	01.04.25	08.04.25	No objections			
The Orchard Butts Garth	25/01837/FU	Single Storey other side extension, part single storey, part first floor side extension and new pitched roof dormer windows to front and removal of roof light	08.04.25	13.05.25	Object			
6 The Close	25/02503/FU	Retrospective application to change position of annex to rear, with amended velux and bathroom window, with raised patio and steps to side; new gate,fence and gate pillars with dwarf wall to front; gabion baskets to rear to lift ground level	08.05.25	10.06.25				
Miry Carr Farm Sandhills	25/03078/FU	New porch to front; double carport to front; demolish conservatory to rear and first/second floor windows to rear	30.05.25	10.06.25				

checked to W/C 02nd June 2025

Terms	Terms	Terms	Terms
No objections	Approved	Yes	Dismissed
Submit Comment	Refused	No	Permitted
Object	Appeal		
Withdrawn	Wthdrawn		
Not recd	NDR- No Decision reqd		
No comment	Not avb for viewing		
	Not reqd		
	Split Decision		
	No objections		

Accounts for Payment:

Date prepared	Jun-25			
EFT Type	Details	Net	VAT	Total
BACS	B Riley- Clerk Salary	£759.76		£759.76
BACS	B,Riley Home Allowance/Mileage	£27.00		£27.00
BACS	British Telecom - Phone	£38.17	£7.66	£45.83
D/Debit	Nest - Pension	£67.49		£67.49
BACS	Vision ICT Ltd	£295.00	£59.00	£354.00
BACS	Parks Services Ltd-Grounds Maintenance	£460.00		£460.00
BACS	S.Brittain - Grounds Maintenance	£714.00		£714.00
D/Debit	HSBC - Bank Charges	£8.00		£8.00
	Total Payments	£2,369.42	£66.66	£2,436.08

Thorner Parish Council Cashbook
Payments

May-25

Date	EFT	Details	Admin	Gardens	Rents	Maint - Annual Costs	Playground	Donations	Projects	S137	Total	VAT
		Bfwd	£2,355.68	£0.00	£0.00	£35.12	£0.00	£0.00	£30.00	£57.00	£2,477.80	£20.27
MAY	S/Order	Clerks Salary	£759.76								£759.76	
	D Debit	Nest	£67.49								£67.49	
	D Debit	HSBC	£8.00								£8.00	
	D Debit	UGP				£33.81					£33.81	£1.61
	BACS	Clerk Expenses - Office	£27.00								£27.00	
	BACS	BTelecom	£47.61								£47.61	£7.94
	BACS	IPI Ltd	£132.00								£132.00	£22.00
	BACS	Gallagher Insurance	£930.13								£930.13	
	BACS	Range	£5.98								£5.98	£1.00
	BACS	JRB Ltd								£295.20	£295.20	£49.20
	BACS	Parks Services				£460.00					£460.00	
	BACS	S.Brittain				£714.00					£714.00	
	Ddebit	Business Stream		£11.37							£11.37	
	BACS	Vinyl Banners								£26.77	£26.77	
Totals			£4,333.65	£11.37	£0.00	£1,242.93	£0.00	£0.00	£30.00	£378.97	£5,996.92	£102.02

Receipts

Date	From:	Details	Precept	Garden Rent	Bank Interest	Grants	VAT Refund	Donations	CIL	Misc	Total	
MAY		Bfwd	£34,483.00	£48.00	£51.39	£1,286.00	£275.68	£0.00	£0.00	£0.00	£36,144.07	
	HSBC	Interest			£55.14						£55.14	
											£0.00	
Totals			£34,483.00	£48.00	£106.53	£1,286.00	£275.68	£0.00	£0.00	£0.00	£36,199.21	£0.00

Bank Reconciliation:

B/fwd	£72,038.16
Payments	-£3,519.12
Receipts	£55.14
Total	£68,574.18

Bank Balances

HSBC Revenue Account	£30,095.76
HSBC Capital Account	£38,478.42
Less unrepresented cqs	
Total	£68,574.18

THORNER PARISH COUNCIL

Financial Risk Assessment

The Responsible Finance Officer (RFO) has determined a system of financial controls.

Financial controls

- The Full Council, not a Committee, has considered, approved and adopted the annual precept for the coming year in accordance with the Parish timetable.
- The financial transactions of the authority are recorded as soon as, and as accurately as, reasonably practicable.
- Measures and the reconstitution of any lost records.
- Measures to ensure that risk is appropriately managed.
- A monthly payment list is prepared and approved.
- A monthly and quarterly statement provide the basis for the accounting statements and are approved by members and signed as part of the regular minute record, to enable the prevention and the detection of inaccuracies and fraud,
- The budget is reviewed against actual expenditure and allows for early warning about the likelihood of a shortfall (or surplus) and what actions need to be taken.

Financial Regulations

- Are in place governing how it operates and are reviewed from time to time.
- These are regularly reviewed, fit for purpose, and adhered to.
- Practical and resilient arrangements exist covering how the authority orders goods and services, incurs liabilities, manages debtors, makes payments, and handles receipts.
- Changes to accounts with banks or other financial institutions to be approved by full council.

Banking

- Parish Council reserves: the authority should follow the Ministry Guidance on Local Government investments.
- EMR (Ear Marked Reserves) amounts are held for genuine and identifiable purposes and projects, and their level should be subject to regular review and justification.
- Changes to accounts with banks or other financial institutions to be approved by full council.
- The RFO has access to internet banking.
- Cash or cheques are banked as appropriate but no later than the month of receipt.

Assets/Inventory Account

The Parish Council has an asset register/inventory account, this is required and is the starting point for any system of financial control over tangible assets.

Insurance Policy.

The Policy provides for the protection of physical assets.

Insurance is a significant way of managing and reducing risks relating to property, cash and legal liability.

Appropriate levels of insurance cover are in place for land, buildings, public and employers' liability and fidelity guarantee for the RFO.

Internal Audit

The Parish Council appoints an independent internal auditor, who prepares an annual report which is presented to Parish Councillors.

Members have been made aware of potential changes to the above arrangement should there be the introduction of an LAO (Local AuditOffice).

External Audit

The external auditor is appointed by Smaller Authorities' Audit Appointments Limited.

Financial Risk Assessment adopted at the Parish Council meeting held on 10th June 2025.

- | | | | |
|-------------|----------------|--------------------------------------|-------------|
| • Chairman: | | Clerk/Responsible Financial Officer: | |
| Name | Alistair Scott | Name | Barry Riley |
| Signature | | Signature | |

STEVEN A. WOOD

Barry Riley

Clerk to Thorner Parish Council

Date 13th May 2025

Dear Barry,

Thorner Footpath Volunteers

I am enclosing Grant Application on behalf of Thorner Heritage Group.

Also enclosed are :-

- (1) Copy Constitution
- (2) List of Management Committee Members
- (3) Copy Bank Statement, together with a blank Paying-In slip, and blank cheque

The Group changed its name from Thorner Quarry Group to Thorner Heritage Group in November 2024. The bank account name has been changed, but there is no current statement, as the Bank will only issue a fresh statement after a period in which there have been transactions. There have been no transactions since the date of the last statement (July 2024). We do not have on line access.

*- Bank Cmt? to use
herminal*

The Paying In slip and cheque show the new name.

Yours sincerely

Steven Wood

THORNER PARISH COUNCIL GRANT APPLICATION FORM

1 Name of Project	THORNER FOOTPATH VOLUNTEERS		
2a Name of Organisation/Group	Thorner Heritage Group	Tel No.	2893121
2b Organisation Address	5 CAMP SQUARE THORNER LS 14 3BX		
2c Email Address	thornerwood@btinternet.com		
2d Contact Name	STEVEN WOOD	Position	SECRETARY

Section 1: About the Project

3 What will the Thorner Parish Council Grant be used for?	
Briefly describe the project and the overall aim. Why is the project needed? What will the grant be used for? TO PURCHASE EQUIPMENT AND MATERIALS AND ENGAGE CONTRACTORS TO MAINTAIN CERTAIN RURAL FOOTPATHS	
3a Total Cost of the Project	NOT QUANTIFIED
3b Funding from other sources (if any)	NONE
3c Amount of Thorner Parish Council Grant requested	£1,500.00

4a Date project will start	IMMEDIATELY
4b Date project will end	INDETERMINATE

5 Tell us about your organisation and what experience you have running similar projects.
Briefly outline the purpose of your organisation and any similar projects you have run in the past. THE VOLUNTEERS HAVE UNDERTAKEN SIMILAR WORK IN PREVIOUS YEARS - ORIGINALLY AS A WORKING PARTY OF THE PARISH COUNCIL VOLUNTEERS HAVE RECEIVED TRAINING AND ADVICE FROM LEEDS PROW DEPARTMENT

6 How will the project benefit the residents of Thorner Village?

Briefly outline which residents of the village your project will benefit and how.

THE PUBLIC FOOTPATHS WILL BE KEPT ACCESSIBLE
FOR THE BENEFIT OF ALL WHO USE THEM

7 What consultation have you carried out ahead of the project?

Describe how others, including those will benefit have helped develop the project.

N/A

8 Is this project similar to others in the area? Have you avoided duplication?

If you know of similar schemes, please indicate how yours is different or complements existing provision.

SOME INDIVIDUAL RESIDENTS UNDERTAKE MINOR MAINTENANCE
WORK WHICH WILL COMPLEMENT AND SUPPLEMENT THE WORK
OF THE VOLUNTEERS

9 Who owns the building/land where the project will take place?

If you do not own the building land, tell us what permission you have from the owner to undertake the work.

MOST OF THE WORK IS ON FARMLAND OWNED BY
MEXBOROUGH ESTATES .
THE ESTATE MANAGERS ARE AWARE OF WHAT WE DO
THE TENANT FARMERS ARE KEPT INFORMED AND ARE
GENERALLY SUPPORTIVE

10 How will you promote the project and encourage participation?

WORD OF MOUTH
SOCIAL MEDIA
P.C. NEWSLETTER

11 Will the project continue after the funding period?

At the end of the funding period will the project continue? How will it be managed and funded?

INDEFINITELY SUBJECT TO FUNDING ARRANGEMENTS

12 What are the potential risks attached to your project and what preventative action have you taken or will you take to avoid them?

Risk		Action
1	A FULL RISK ASSESSMENT	IS UNDERTAKE FOR EACH TASK
2		
3		
4		
5		

Section 2: Financial Information

13 Provide a breakdown of all the costs related to this project and tell us what would be covered by the grant

Item	Cost (£)		
	Grant	Other (please specify funding body)	Date of decision (if not yet approved)
PUBLIC LIABILITY INSURANCE			
NOTE THIS EXPENSE COULD BE AVOIDED IF THE VOLUNTEERS WERE TREATED AS A WORKING PARTY OF THE PARISH COUNCIL - AND COVERED BY THE PC'S INSURANCE	400		
MATERIALS EQUIPMENT			
CONTRACTORS			
Total Cost			

Please Note – Three quotes should be obtained where possible. Please provide copies.

14 If there is a shortfall in funding the project, explain how you would meet this

EITHER
(A) THE SCOPE OF THE PROJECT WOULD NEED TO BE CURTAILED
OR
(B) FURTHER GRANT APPLICATIONS

15 Has your organisation received funding from Thorner Parish Council in the past?

If so, please provide more details

THE PARISH COUNCIL HAS PURCHASED MATERIALS AND EQUIPMENT AND ENGAGED CONTRACTORS

16 Please provide bank details (account name - sort code - account number) of the group/organisation that funds should be made payable to


THORNER HERITAGE GROUP
SORT CODE 05-00-50 ACCOUNT 11798528

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17 Please include the following documents with your application		
	Attached?	If 'No' please state why you have not included these documents with your application
Your constitution (if you have one)	✓	
List of Management Committee Members	✓	
Child Protection Policy (if your project involves young people under 18 years)	N/A	
Evidence of enhanced DBS checks dated in the last year (if applicable)	N/A	
Vulnerable Adults Policy (if applicable)	N/A	
Your Equal Opportunity Policy	N/A	
Your latest bank statement	✓	
Your accounts from the last 2 years	N/A	
Relevant Liability Insurance	TO BE ARRANGED.	

18 Declaration	
<ul style="list-style-type: none"> I can confirm that to the best of my knowledge the information contained in all parts of the application and any supporting information is complete and accurate. If funding is granted the delivery organisation is aware it will be required to enter into an agreement to adhere to the terms and conditions of the funding, to supply additional information which is required and that that failure to comply may result in legal action being taken to recover the monies paid. I agree to details about the project/organisation being entered onto a computer database. I am authorised by the organisation to sign and submit this application on their behalf. 	
This project application has been completed by:	
Name	STEVEN WOOD
Organisation	THORNER HERITAGE GROUP
Date	13 th MAY 2025

On completion of this application form, please send a signed copy and supporting documents To;
 thornerparishcouncil@gmail.com



THORNER PARISH COUNCIL GRANT APPLICATION FORM

1 Name of Project	Thorner Village Fun Day		
2a Name of Organisation/Group	Friends of Thorner PTA	Tel No.	0113 289 2541
2b Organisation Address	Thorner C Of E Primary School Kirkhills Thorner Leeds LS14 3JD		
2c Email Address	thornerschoolpta@gmail.com		
2d Contact Name	Beth James	Position	Treasurer

Section 1: About the Project

3 What will the Thorner Parish Council Grant be used for?	
<p>Briefly describe the project and the overall aim. Why is the project needed? What will the grant be used for?</p> <p>The aim of the Fun Day is to bring together the local community for a day of connection, enjoyment and celebration whilst raising funds to support the school and its pupils. The event will promote community spirit, encourage local engagement and strengthen the link between the school and wider village. The Fun Day offers an inclusive and affordable way for people of all ages to come together. It also helps support the school by raising funds for much needed resources and extra curricular activities that enrich pupils' education and wellbeing. The funds requested are vital for ensuring we can offer an affordable event that is safe, accessible and enjoyable for all. Our ask from the Parish Council is for you to fund Leeds Circus. The Circus will be providing not only the entertainment at the event they will also be allowing children of all ages to have an opportunity to try different skills as part of the workshop they will be running.</p>	
3a Total Cost of the Project	£1,500.00
3b Funding from other sources (if any)	£850.00
3c Amount of Thorner Parish Council Grant requested	£650.00

4a Date project will start	29th June 2025
4b Date project will end	29th June 2025

5 Tell us about your organisation and what experience you have running similar projects.
<p>Briefly outline the purpose of your organisation and any similar projects you have run in the past.</p> <p>We are a dedicated group of volunteers who work together to raise vital funds and build strong links between the school and the wider community. We have a solid track record of planning and delivering a wide range of successful fundraising events. These have included everything from village-wide fun days, such as the well attended event we organised last year, to smaller but equally impactful activities like bake sales, quiz nights, school discos, craft fairs, and seasonal celebrations. Our experience has taught us how to manage budgets, coordinate volunteers, engage the local community, and ensure that events are safe, inclusive, and enjoyable for all ages. We're proud of the positive atmosphere these events create and the tangible difference they make to the school. We're confident in our ability to deliver another successful event with your support.</p>

6 How will the project benefit the residents of Thorner Village?

Briefly outline which residents of the village your project will benefit and how.

The Village Fun Day builds on the success of last year's event, which was very well-attended and warmly received by the community. It provided a much-needed opportunity for residents of all ages to come together, and this year we hope to make it even more inclusive and engaging. The event fosters a stronger sense of community by offering a relaxed, family-friendly environment where neighbours can connect, socialise, and enjoy shared activities. It also provides a platform for local groups and businesses to participate and promote their services, supporting community engagement and the local economy. By supporting the school, the Fun Day benefits local children and families while reinforcing the school's central role in village life. It encourages volunteering, promotes wellbeing, and helps build a resilient and united community.

7 What consultation have you carried out ahead of the project?

Describe how others, including those will benefit have helped develop the project.

The PTA has engaged with parents, school staff, and members of the wider village community to gather feedback on last year's event and ideas for this year's Fun Day. This has included informal conversations, and discussions at PTA meetings and school events. Feedback has been overwhelmingly positive, with strong support for repeating the event. Residents have suggested new activities, offered to volunteer, and expressed enthusiasm for making the Fun Day a regular community tradition. The school has also consulted with pupils to find out what they enjoyed most and what they would like to see included this year, ensuring the event is shaped by those it aims to benefit most. In addition, we have liaised with the Parish Council for early input and will continue to work with local stakeholders, including businesses and community groups, to ensure the event is inclusive, safe, and well-supported.

8 Is this project similar to others in the area? Have you avoided duplication?

If you know of similar schemes, please indicate how yours is different or complements existing provision.

Yes, we have carefully considered other local events and can confirm that ours is unique and does not duplicate existing activities in the area. While there are other community events throughout the year, this one is being organised specifically by the school PTA to raise funds for the village school. It combines family-friendly entertainment with a fundraising purpose that directly benefits local children, making it distinct in both its audience and its aims.

9 Who owns the building/land where the project will take place?

If you do not own the building land, tell us what permission you have from the owner to undertake the work.

The event is being held at Thorner Victory Hall, the committee of Victory Hall have agreed for the Fun Day to be held in the Hall for a small fee and have also given permission for the car park and field next to the Hall.

10 How will you promote the project and encourage participation?

We will promote the event widely across the village and surrounding areas using a mix of online and offline methods, including posters displayed in key locations such as the school, village hall, deli, pubs, and noticeboards. We will use Social media promotion through local Facebook groups, the school PTA page, and community WhatsApp groups, school newsletters and emails to ensure all families are informed and word of mouth, with PTA members and volunteers actively spreading the word within the community. We are also working closely with local groups such as the Scouts and Rainbows, who will be taking part in the event. Their involvement not only helps promote the event through their own networks, but also encourages wider participation across different age groups and families in the village. By creating a fun, inclusive event with something for everyone and by highlighting how it directly benefits the school and local children we are confident it will attract strong support and attendance.

11 Will the project continue after the funding period?

At the end of the funding period will the project continue? How will it be managed and funded?

Yes, our aim is for this event to become a regular feature in the village calendar. Last year's event was a great success and generated strong community interest and support. With initial funding to help cover upfront costs and build momentum, we are confident we can make the event self-sustaining in future years through stall fees, donations, raffles, and other fundraising activities on the day. However, we can only make this possible with the support of the Parish Council. Your contribution would help us lay the foundations for an event that not only raises much-needed funds for the school, but also strengthens community spirit and provides lasting value for the village.

12 What are the potential risks attached to your project and what preventative action have you taken or will you take to avoid them?

Risk		Action
1	Poor weather	We have secured indoor space at Thorner Victory Hall to ensure key activities (e.g. circus shows, stalls) can move indoors if needed. We'll also monitor weather forecasts in the run-up and adapt the layout accordingly.
2	Low attendance	We're running a strong promotional campaign through school, social media, local posters, and community group involvement (e.g. Scouts and Rainbows) to maximise attendance. We've also kept ticket prices low to encourage accessibility.
3	Health and Safety incidents	All activities will be risk assessed. The inflatable will be supervised at all times by trained volunteers, and we will follow food safety guidance for the BBQ. First aiders will be present on-site and first aid kits available.
4	Volunteer shortage	We are creating a detailed rota in advance and actively recruiting volunteers from the PTA, school community, and local groups. Backup volunteers will also be on standby.
5	Supplier issues	We are booking with reputable providers and confirming all arrangements well in advance. We'll maintain regular contact with suppliers and have alternative entertainment/games on standby where possible.

Section 2: Financial Information

13 Provide a breakdown of <u>all</u> the costs related to this project and tell us what would be covered by the grant			
Item	Cost (£)		
	Grant	Other (please specify funding body)	Date of decision (if not yet approved)
Circus Leeds act	£650.00		
Inflatable assault course and games (PTA funding body)		£300.00	
Hire of Victory Hall (PTA funding body)		£140.00	
Miscellaneous expenses - stock for BBQ, bar, etc (PTA funding body)		£410.00	
Total Cost	£1,500.00		
Please Note – Three quotes should be obtained where possible. Please provide copies.			

14 If there is a shortfall in funding the project, explain how you would meet this
<p>If we face a shortfall in funding, we will take a flexible and practical approach to ensure the event can still go ahead. This may involve scaling back while keeping the core elements of the event intact or using vital PTA funds, though these are limited and primarily reserved for school needs. We are committed to delivering a successful and meaningful event, and will do everything we can to make it work. That said, support from the Parish Council would significantly reduce the financial pressure and allow us to focus on delivering a great experience for the whole community.</p>

15 Has your organisation received funding from Thorner Parish Council in the past?
<p>If so, please provide more details</p> <p>Yes, the PTA received funding of £1000 last year for a joint event held with Thorner Victory Hall to celebrate 100 years of Victory Hall. All proceeds from this event went to the PTA and have subsequently been used for such things as music lessons/instruments, books and enrichment activities including a science day.</p>

16 Please provide bank details (account name - sort code - account number) of the group/organisation that funds should be made payable to
<p>Friends of Thorner PTA, Sort Code 30-90-91, Account Number 71432960</p>

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17 Please include the following documents with your application		
	Attached?	If 'No' please state why you have not included these documents with your application
Your constitution (if you have one)	Yes	
List of Management Committee Members	Yes	
Child Protection Policy (if your project involves young people under 18 years)	Yes	
Evidence of enhanced DBS checks dated in the last year (if applicable)	No	Not a requirement for PTA. Parents will present at the event with their children and responsible for them at all times
Vulnerable Adults Policy (if applicable)	No	Not required for this event
Your Equal Opportunity Policy	Yes	
Your latest bank statement	Yes	
Your accounts from the last 2 years	Yes	
Relevant Liability Insurance	Yes	

18 Declaration	
<ul style="list-style-type: none"> I can confirm that to the best of my knowledge the information contained in all parts of the application and any supporting information is complete and accurate. If funding is granted the delivery organisation is aware it will be required to enter into an agreement to adhere to the terms and conditions of the funding, to supply additional information which is required and that that failure to comply may result in legal action being taken to recover the monies paid. I agree to details about the project/organisation being entered onto a computer database. I am authorised by the organisation to sign and submit this application on their behalf. 	
This project application has been completed by:	
Name	Beth James
Organisation	Friends of Thorner PTA
Date	27th May 2025

On completion of this application form, please send a signed copy and supporting documents To;
 thornerparishcouncil@gmail.com

THORNER PARISH COUNCIL GRANT APPLICATION FORM

1 Name of Project	Thorner Village Show
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2a Name of Organisation/Group	Thorner Village Show Committee	Tel No.	07941523745
2b Organisation Address	16 St Peter's Garth, Thorner, LS14 3EE		
2c Email Address	katejames185@gmail.com		
2d Contact Name	Kate James	Position	Committee member

Section 1: About the Project

3 What will the Thorner Parish Council Grant be used for?	
<p>Briefly describe the project and the overall aim. Why is the project needed? What will the grant be used for?</p> <p>We are a new committee working to reinstate Thorner Village Show, a much loved community event which has not taken place since 2019. The grant will be used to cover the cost of printing Show programmes to be delivered to every house in the village, and some promotional posters.</p>	
3a Total Cost of the Project	Estimated £678.26
3b Funding from other sources (if any)	None
3c Amount of Thorner Parish Council Grant requested	£370.26

4a Date project will start	07.09.25
4b Date project will end	07.09.25

5 Tell us about your organisation and what experience you have running similar projects.

Briefly outline the purpose of your organisation and any similar projects you have run in the past.

We are a new committee working to reinstate the Village Show. The former committee has kindly shared the benefits of their experience and expertise with us, and members of the new committee have experience of running numerous village events and activities.

6 How will the project benefit the residents of Thorner Village?

Briefly outline which residents of the village your project will benefit and how.

All residents (including children) are welcome to either enter or attend the Show, or both! The Village Show was a much-loved event and we have received feedback that residents are pleased that it is being revived. The event is an opportunity to showcase and celebrate the talents, skills and produce of residents and we have designed the programme to be as inclusive as possible.

7 What consultation have you carried out ahead of the project?

Describe how others, including those will benefit have helped develop the project.

We held an open meeting which anyone was welcome to attend to share their ideas for the Show. We have also consulted with individuals involved in the Show in previous years.

8 Is this project similar to others in the area? Have you avoided duplication?

If you know of similar schemes, please indicate how yours is different or complements existing provision.

There is no similar event planned in the village.

9 Who owns the building/land where the project will take place?

If you do not own the building land, tell us what permission you have from the owner to undertake the work.

The Show will take place at Victory Hall which has already been booked.

10 How will you promote the project and encourage participation?

We will distribute a Show programme to every household in Thorner. We have already displayed posters around the village and advertised the date on social media and in the Parish Magazine. We will display an updated poster nearer the time of the Show. We will also liaise with Thorner Primary School to encourage children to enter.

11 Will the project continue after the funding period?

At the end of the funding period will the project continue? How will it be managed and funded?

If the Show is a success this year we will continue to run it annually. The current committee will continue to manage the event. In order to encourage involvement this year we are planning to offer the opportunity to enter for free (although we are charging entrance). If necessary in future years we will charge competitors to enter in order to cover the costs of putting on the Show.

12 What are the potential risks attached to your project and what preventative action have you taken or will you take to avoid them?

Risk	Action
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1		We will be producing a risk assessment for the event itself nearer the date.
2		
3		
4		
5		

Section 2: Financial Information

13 Provide a breakdown of <u>all</u> the costs related to this project and tell us what would be covered by the grant			
Item	Cost (£)		
	Grant	Other (please specify funding body)	Date of decision (if not yet approved)
Public liability insurance		£84	
Gifts for judges		£80	
Lunch for judges		£64	
Judge travel expenses		£40	

Bouquets for individuals opening she show and presenting the prizes		£40	
Booklet and poster printing	£370.26		
Total Cost	£678.26		
Please Note – Three quotes should be obtained where possible. Please provide copies.			

14 If there is a shortfall in funding the project, explain how you would meet this
By drawing on existing funds in the bank account which is being handed over by the previous Show committee.

15 Has your organisation received funding from Thorner Parish Council in the past?
<p>If so, please provide more details</p> <p>No (the Village Show may have received funding in previous years before the current committee was involved).</p>

16 Please provide bank details (account name - sort code - account number) of the group/organisation that funds should be made payable to
<p>Thorner and District Produce Association</p> <p>300005 04214718</p>

17 Please include the following documents with your application		
	Attached?	If 'No' please state why you have not included these documents with your application

Your constitution (if you have one)	No	We do not have a constitution
List of Management Committee Members	Yes	
Child Protection Policy (if your project involves young people under 18 years)	No	Not relevant
Evidence of enhanced DBS checks dated in the last year (if applicable)	No	Not relevant
Vulnerable Adults Policy (if applicable)	No	Not relevant
Your Equal Opportunity Policy	No	Not required for this project
Your latest bank statement	Yes	
Your accounts from the last 2 years	No	No activity since 2019
Relevant Liability Insurance	No	Will be arranged closer to the event

18 Declaration	
<ul style="list-style-type: none"> • I can confirm that to the best of my knowledge the information contained in all parts of the application and any supporting information is complete and accurate. • If funding is granted the delivery organisation is aware it will be required to enter into an agreement to adhere to the terms and conditions of the funding, to supply additional information which is required and that that failure to comply may result in legal action being taken to recover the monies paid. • I agree to details about the project/organisation being entered onto a computer database. • I am authorised by the organisation to sign and submit this application on their behalf. 	
This project application has been completed by:	
Name	Kate James
Organisation	Thorner Village Show Committee

Date	27 May 2025
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**On completion of this application form, please send a signed copy and supporting documents
To;
thornerparishcouncil@gmail.com**

THORNER PARISH COUNCIL

ACTION PLAN 2025

<u>Item</u>	<u>Action Required/Comments</u>	<u>Action Date</u>	<u>Participants</u>	<u>Action taken/ Date Completed</u>
Repair of bench on Milner Lane	New steps required.	February	Wayne Donnelly Highways Service Area Manager Leeds CC Cllr Wallis	Email confirmation received that Leeds CC will investigate. Cllr Firth to seek update.
80 th Anniversary of VE Day on Thursday 08th May 2025.	To arrange how this can be acknowledged/ commemorated.	April	Royal British Legion Parish Council	Website information www.VEday80.org.uk Parish Council meeting 14 th January PC meeting it was agreed to liaise with RBL about involvement with organising an event. Permission given to RBL to use Millennium Green for a beacon lighting event and to fly a VE Flag.
Consider work to be done on trees (Spanish Oak) on Millenium Green.	Arrange inspection to establish condition or appoint tree surgeon to carry out necessary work on the tree and the others next to it	April	Parish Council	Prior to any work being carried out on any of the trees on Millenium Green, which are or are not damaged, a meeting would be arranged to decide what if any work should be done. April PC meeting the Clerk would arrange to meet with a tree surgeon to obtain an opinion on what action to take.
Holes appearing in the ground meshing on the Butts Garth village green.	Arrange visit to inspect and decide on what action to be taken	May	Cllr Mycock and the Clerk	The Clerk had placed some stone gravel in the holes.
Blue industrial splash proof sockets inside the electric enclosure on Millennium Green	Provision of further 13 Amp sockets from existing 3 x 32Amp sockets	June	Cllr Wallis to seek quotes.	

Parish Council flower boxes/planters	Arrange maintenance	July	Cllr Llewellyn	
Rose beds at memorial area on Millenium Green	Purchase of plants	July	Cllrs Llewellyn and Mycock	
Millennium Green Christmas Tree	Reduce width and height	September	Parish Council	Due to purchase of the LED Christmas Tree no action would be taken.
Replace Star On Christmas Tree	Get a new larger star from the company supplying the lights which runs on low voltage & would plug into the hub at the top of the tree	October	Parish Council	Not required due to purchase of LED tree.
Fitting lights on the Millennium Green Christmas Tree	Arrange Volunteers to assist with erection of scaffold and positioning of lights	November	Parish Council	Not required due to purchase of LED tree.
Erection of LED Christmas Tree	Agree procedure	November	Parish Council	
Sale of scaffolding	Decision to be taken if no longer required for Christmas Tree on Millennium Green	November	The Clerk	No longer required due to purchase of the LED Christmas Tree. Specification/bill of quantity required of goods.
Wooden slats on the bridge to the Tower climber.	All slats need to be replaced.	February	TBA	

From: **Thorner Bungalow** <thornerbungalow@gmail.com>

Date: Tue, 27 May 2025 at 09:13

Subject: A further request for the short term use of the boule shelter

To: Cllr Jackie Leroy <cllr.j.leroy@thorner-parish-council.org.uk>, Alistair Scott
<cllr.a.scott@thorner-parish-council.org.uk>, Barry Riley <thornerparishcouncil@gmail.com>

Dear Jacquie, Alistair and Barry,

On 12th May, I wrote to you asking for permission to use the boule shelter for the temporary storage of books and furniture. Whilst I appreciate a decision on this matter will not be made until the Parish Council meeting on 10th June, I would also like to make another similar request.

The National lottery community fund has granted us sufficient money to refurbish the interior of the Bungalow, as well as a new carpet we are also able to buy new furniture. This furniture should be arriving sometime around the end of July/beginning of August (the exact time will be known nearer the date).

Just before the new furniture arrives we will need to move the old furniture out. We are making plans to sell the furniture or donate it to charity. However, we will need to store the old furniture for a while before it moves on. **Please will the Parish Council allow us to use the boule shelter for a short while in late July/ early August to store this old furniture?**

I am willing to come to the meeting on Tuesday 10th June to answer any questions the Parish Council may have on these 2 requests.

Best wishes

Bev Cussans (Chair)

On behalf of the Thorner Over 60's Association Committee

Request for use of the Boule Shelter

Mon 12 May,)

Dear Alistair, Jacque and Barry,

We much appreciated your help last year when the interior of the Bungalow was decorated and wondered if you would be willing to allow the Thorner Over 60's Association to store their books and bookcases in the Boule Shelter again for a short period of time in June?

We have been fortunate in securing funding to cover the cost of renewing our floor coverings. A local carpet firm is willing to replace the carpet tiles and kitchen floor covering on 13th June. It would be really helpful if we could move the books into the Boule Court beforehand (probably the weekend before) and return them to the Bungalow once the carpet has been laid (probably the weekend afterwards). We will move out the other furniture on the day, if it is a wet day it would be helpful if we could store it briefly in the Boule Shelter.

We look forward to hearing from you.

Best wishes

Bev Cussans (Chair)
Thorner Over 60's Association

