

THORNER PARISH COUNCIL
Minutes of the Annual Parish Council meeting held on
Tuesday 01 December 2020.

Present;

Cllrs; R.Clements, D.Gibbins, M.Harrison, S.Llewellyn, S.Marshall, T.Mycock, A.Scott and S.Wood.

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

District Cllr; S.Firth.

Clerk to the Council; Barry Riley.

The presiding Chair Cllr S.Marshall, opened the meeting and welcomed all in attendance and requested nominations for the position of Chair.

1.Appointment of Chair December 2020 /April 2021

Cllr M.Harrison was nominated as Chair by Cllr S.Llewellyn, it was seconded by Cllr A.Scott.

The Chair would sign the Acceptance of Office in due course.

Cllr S.Wood commented that Cllr S.Marshall be recognised for the work he had done for the Parish Council whilst Chairman, this was duly recognised by members.

2.Appointment of Vice - Chair December 2020 /April 2021

Cllr T.Mycock was nominated as Vice Chair by Cllr S.Llewellyn, it was seconded by Cllr R.Clements.

Cllr S.Wood was thanked for the work he had done for the Parish Council whilst Vice Chairman.

3.Appointment of Working Parties –

Planning - Cllrs; D.Gibbins, S.Llewellyn and A.Scott.

Playground and Fitness Equipment – Cllrs; R.Clements, M.Harrison and T.Mycock.

Maintenance - Cllrs; S.Llewellyn, T.Mycock and A.Scott.

Following discussion there would be a future intention to change the Working Party to a Committee.

Gardens/Grass Cutting - Cllrs; D.Gibbins and S.Marshall.

It was noted that the Boules Shelter was a Working Party responsibility.

Finance - Cllrs; D.Gibbins, M.Harrison, S,Marshall and S,Wood.

Highways - Cllrs; S,Marshall and S,Wood.

Newsletter - Cllrs; R.Clements and M.Harrison.

4. Resolution to adopt amended Standing Orders

Following circulation of the pre-read, it was agreed to amend paragraph 18 and adopt them.

5.Apologies.

None received.

6.Ethical Code.

No interests were disclosed.

7.Representations.

a) A member of the public commented that he had submitted letters and noted that they would be discussed under agenda item 16.4.

- b) There was no person wishing to record the meeting.
- c) No comments received

8. Confidentiality.

There were no agenda items requiring exclusion of the public or press.

9. Police.

Cllr S. Wood expressed his dissatisfaction following the news that there would be a change in the way that crime information was collated and distributed for the Ward. He had used the web site that could now be accessed for crime information but found it inaccurate and not informative on the detail of the crimes. He would raise the matter when attending the next Outer NE meeting.

A resident commented that following the reporting of over 20 Anti-Social behaviour incidents, there had been only limited acknowledgement from the Police.

10. Minutes.

The minutes of the meeting held on 03 November 2020, were approved and would be signed by the Chair.

11. Planning applications.

Members duly noted the applications received, in particular;

Application 20/07016/FU, for a single storey side and rear extensions and formation of raised patio at 4 Main Street. The Planning Working Party had considered the proposal as not sympathetic to the rest of the existing development with reference to the recommendations of the Village Design Statement. The layout, design, visual impact and appearance of the property would be altered and if approved it would create an undesirable precedent. It was noted that the rear extension to replace the modest existing conservatory would impact the view down the rear of properties from Kirkby Garth. A construction of this size would overshadow the neighbouring properties on Main Street and Mexborough Court. The Clerk was asked to submit an objection.

It was agreed to continue posting the planning applications to the agenda for members information, but a report would be produced and discussed under agenda item 13.

12. Financial Matters.

12.1 Members were circulated with a list of invoices for payment for May 2017,

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

<u>Cheque/S/O/Bacs;</u>	<u>Payee;</u>	<u>Details;</u>	<u>£ Amount;</u>
SO	B.Riley	Salary	455.46
DD	Nest	Pension	29.59
BACS	BTelecom	Phone	35.17
BACS	Continental	Grass Cutting	302.54
	TOTAL		£822.76

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

13. To receive reports from the following Working Parties

Planning – Because of how information was received from Leeds City Council, it was agreed that the report received from the Working Party should not be subject to that of other Working Parties (receipt no later than the day the agenda was issued).

Playground and Fitness Equipment - Members had received the two documents

prepared for them and discussed the content. In response to the request for a hand sanitizer to be provided at the playground, Cllr D.Gibbins stated that this had previously been denied, Cllr S.Wood enquired why another request had been made, it was because there were new members on the Working Party who requested it. Having considered the implications, it was agreed not to provide one.

It was noted that the inspection report made reference to the condition of the Cableway and that the vertical supports were not straight, the Clerk would refer it to the installer for compliance.

Maintenance - Members had received the two documents prepared for them and discussed the content. Cllr S.Firth was asked about the new bin (with lid) to replace the bin (without lid) and relocate next to dog poo bag dispenser at the main entrance to Millennium Green. As yet he was still awaiting an update.

Gardens/Grass Cutting – It was agreed to maintain the current charges for garden rent for the year 2021.

Members agreed that permission be granted to St.Peter's Church to use the outside area of the Boules Shelter and where possible minimise the use of the actual shelter for the sale of goods on Saturday 05 December. Strict adherence would be required to the Risk Assessment and recording of names for track and trace purposes.

Finance – It was agreed that discussion on the Precept and to formalise a rolling capital programme would take place on Wednesday 30 December, the Clerk would contact the Working Party, members were asked to contact the Working Party with any requests for finance.

Highways - Members duly noted the content of the report from the Working Party
Newsletter – The next newsletter would be produced in February.

14.Matters arising from previous minutes

Members were informed that the field by the Victory Hall was on a 99 year lease that following a s106 agreement. The field was assigned to the Victory Hall Management Committee to supervise. It was agreed that to progress having in a wildflower meadow (see minute 13. October 2020), Cllr M.Harrison would approach the Management Committee about the proposal.

Having given due consideration to the request for £3000 to progress the Carr Lane footpath improvement, it was agreed to do so (see minute 17.).

Cllr M.Harrison had only received one response regarding the consultation with young people (see minute 13. Sept 2020). As this was considered to not be representative, further discussion would be considered by the Playground and Fitness Equipment Working Party.

Further discussion would need to be given to the replacement of the Village Marquee.

15.Neighbourhood Plan.

The final draft document had been produced and was awaiting confirmation from the Chair of the Steering Group to enable submission to Leeds CC.

16.To consider new correspondence received and decide action where necessary.

Members duly noted the content of the information received in particular Note;

16.1 It was acknowledged that the mobile phone signal for the village was a problem, previous attempts to address the matter had not proved successful, a further enquiry would be made by Cllr M.Harrison but it was acknowledged that communication masts would need to change, Cllr R.Clements commented that the grounds of 'The Fox' public house could be used for a mast.

16.2 Cllr M.Harrison would enquire about the use of the land for a sports facility (see minute 14.).

16.3 Further to the pre-read circulated to members concerning a response to NALC about standards in public life, it was agreed to submit the response.

16.4 Members discussed the content of the two letters received from a resident. The first letter concerned the depositing of shrubbery on to Millennium Green by the resident and identifying him as the person responsible was disingenuous, having reviewed the facts the resident was given an apology.

The second letter concerned the re-siting of the exercise equipment in the area where the shrubbery had been removed from (the first letter), the resident was made aware that despite a survey to seek opinions on this and on play equipment, no decision had yet been made and would be subject to further discussion by the Playground and Fitness Equipment Working Party. The resident was encouraged to contact the Clerk and request inclusion onto the Working Party to enable him to be involved in further discussions.

16.5 Volunteer protocols – The Volunteer Policy would be discussed at the next Parish Council meeting, the Clerk would issue the existing Policy to members as a pre-read.

17.To receive reports from outside bodies.

Footpaths – This referred to a pre-read document circulated for the previous meeting, but was not able to be discussed. Members duly noted the information supplied and the paragraph containing an update on the Carr Lane footpath improvement (see minute 14).

NE Forum - This referred to a pre-read document circulated for the previous meeting but was not able to be discussed, members duly noted the information supplied. Another meeting of the group was to take place next week. Of note was that Leeds CC had declared a Climate Emergency, one way to support this was to cut back on grass cutting, and plant more trees, Cllr M.Harrison suggested that the Parish Council’s grass cutting contractor be asked to identify areas to support this.

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

Discussion took place on how an inventory of stock held at the Sub Station, could be achieved. It was agreed that arrangements would be made to progress matters when members were able to meet indoors in reference to the coronavirus.

Following discussion, it was agreed to replace the lock for the flag pole, the Maintenance Working Party would make arrangements to enable this.

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

Review existing Code of Conduct.

20.Date of next meeting.

Resolved; that the next meeting will be on Tuesday 05 January 2021.

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

Nothing discussed.

Signed
Thorner Parish Council

Date.....

Chair