

THORNER PARISH COUNCIL

Minutes of the remote Parish Council meeting held on Tuesday 02 February 2021.

Present;

Cllrs; M.Harrison (Chair), T.Mycock (Vice Chair), D.Gibbins, S.Llewellyn, S.Marshall, A.Scott, A.Walmsley and S.Wood.

Others; 3 members of the public were in attendance for parts of the meeting.
Clerk to the Council; Barry Riley.

1.Apologies.

Members were informed that Cllr R. Clements had resigned, the Clerk confirmed he would inform Leeds CC and place an advert on the web site seeking candidates. Cllr R.Clements was thanked for his services to the Parish Council.

2.Ethical Code.

No interests were disclosed.

3.Representations.

a) A member of the public made a representation about the removal of fitness equipment on Millennium Green and read out a statement on behalf of several residents who had signed the document.

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

c) No comments received.

Cllr S.Marshall commented that he had prepared a report concerning the grit bins around the village, he would seek clarification from Cllr S.Firth on whether to liaise direct with Leeds CC or with him.

Cllr S.Llewellyn commented that she wanted to explore what funding options could be progressed with his support, following information received from the Clerk.

4.Confidentiality.

Excluding agenda item 17; there were no agenda items requiring exclusion of the public or press.

5.Police.

Link for the Police web site- [area/west-yorkshire-police/leeds-north-east/](https://www.wy.gov.uk/area/west-yorkshire-police/leeds-north-east/)

Cllr S.Wood commented that when accessing the Police web site there was information concerning two offences on Kirkfield Lane, but there was not enough information about the incidents. The Clerk suggested that this may be because on previous Police Reports it was stated that 'Protective Marking', was applied to the information.

6.Minutes.

The minutes of the previous remote Parish Council meeting, were approved and signed by the Chair Cllr M.Harrison.

7.To note planning applications received.

Members duly noted the applications received, further consideration would be given under agenda item 9.

8.Financial Matters.

8.1 Members were circulated with a list of payments for February 2021;

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	36.17
BACS	Vixct Pllngth	Notice Board	20.00
BACS	Vixct Pllngth	Gardens	100.00
TOTAL			<u>£ 641.22</u>

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

9. To receive reports from the following Working Party

Planning –

Members had received the document prepared for them and discussed the content. It was agreed to submit an objection against planning application 21/00272/FU.

Playground and Fitness Equipment –

Members had received the document prepared for them and discussed the content. Members were required to decide on the following;

1. The Parish Council removes and disposes of the fitness equipment.
2. The Parish Council removes and relocates the fitness equipment to the land leased at the Victory Hall.

Comment was made that to move it to the Victory Hall, consultation would be needed and permission required as the land was not owned by the Parish Council it was leased. Cllr T. Mycock suggested more consultation was needed in order to seek the views of those who used the equipment. It was agreed that the Working Party would obtain quotes for its removal and the information when provided, will form part of a further discussion before any future decision.

Maintenance -

Members had received the document prepared for them and discussed the content. It was considered appropriate that the minutes of the meeting should be issued to all those on the Working Party.

It was also noted that the adoption of a Volunteer Policy and the involvement of local groups (see minute 10.), would assist the Working Party achieve its aims.

Gardens/ Grass Cutting –

Members had received the document prepared for them and discussed the content. Members were required to decide on the following;

1. With reference to the Leeds CC policy on Climate Emergency, maintenance on Sam Sykes would be discontinued.

It was agreed as follows, For;8, to discontinue maintenance, the contractor Continental Landscapes would be notified by the Working Party.

2. Approval was given to provide funding for the maintenance of footpaths.
3. It was agreed that letters would be issued to the residents to remind them of their responsibility to cut back their hedge which overhung the green on Butts Garth.

Following discussion and subject to some amendments, it was agreed to approve and adopt the revised procedure document for allocating garden plots.

Finance –

Nothing to report

Highways –

Members had received the document prepared for them and discussed the content. Members were required to decide on the following;

1. Contact details were provided to Cllr S, Wood to enable contact with the Residents Association.
2. Litter bins would be the responsibility of the Maintenance Working Party and grit bins the Highways Working Party.
3. It was agreed to submit a response to the footpath diversions on Carr Lane. Cllr A. Walmsley offered reasons why the path should be fenced and a 2 metre width applied, which was accepted by members. It was agreed that the prepared response would be subject to include comment to and including paragraph 3

Newsletter -

The Publications and Communications report was well received by members, it was agreed to discuss the content further, see agenda item 16.

10. Matters arising from previous minutes.

Cllr A. Scott stated that his understanding concerning the issuing of a letter to a resident concerning the replacement of stolen flags (see minute 9. Jan 2021), was that a letter should be sent to all residents, it was agreed to do so.

Following discussion, changes would be made to the Volunteer Policy. Cllr S. Wood would present the document as a pre read for the next meeting.

The changes made to the Standing Orders to accommodate the Volunteer Policy and other items were accepted.

There would be occasions when local groups would want to attend Working Party meetings this would be acceptable subject to GDPR permissions being sought.

It was confirmed that in the interests of keeping the meeting within an acceptable length of time, that there was not a requirement to read out the content of any report by a Working Party that had already been issued as a pre read, but merely to confirm any decisions required and to allow any discussion to clarify any point to arrive at a decision.

A report would be provided on the condition and future use of the Village Marquee.

11. Neighbourhood Plan.

The draft document was now ready for consultation with the village.

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

Following discussion, it was agreed that a response would be sent to the Church to confirm that any future requirement for access to the Church via the Millennium Green would require permission from the Parish Council.

13. To receive reports from outside bodies.

Nothing to report.

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

Nothing to report.

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

Review Volunteer Policy
Fuel container purchase.

16.Date of next meeting.

Resolved; that the next meeting will be on Tuesday 02 March 2021.

Prior to the next meeting, a group discussion would take place concerning a review of the Publications and Communications of the Parish Council at 7pm on Wednesday 17 February.

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

It was noted that the cottage next to Ramsey's Fold posed a risk, the area would be closed off.

The area of the playground next to the boundary wall with the Church, would be closed off.

Signed
Chair Thorner Parish Council

Date.....