

THORNER PARISH COUNCIL
Minutes of the Annual Parish Council meeting held on
Tuesday 04 May 2021.

Present;

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

Others; 4 members of the public were in attendance for parts of the meeting.
Clerk to the Council; Barry Riley.

Cllr M.Harrison the presiding Chair, opened the meeting and welcomed all in attendance and requested nominations for the position of Chair.

1.Appointment of Chair December 2021 / 2022

Cllr M.Harrison was nominated as Chair by Cllr T.Mycock, it was seconded by Cllr S.Llewellyn.

The Chair agreed to sign the Acceptance of Office

2.Appointment of Vice - Chair 2021 / 2022

Cllr T.Mycock was nominated as Vice Chair by Cllr S.Llewellyn, it was seconded by Cllr A.Scott.

3.Appointment of Working Parties

Planning - Cllrs D,Gibbins and A. Lobley.

Playground and Fitness Equipment – Cllrs M.Harrison, A.Lobley and T.Mycock.

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

Gardens – Cllrs D.Gibbins and S.Marshall.

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

Highways – Cllrs D.Gibbins, S,Marshall and S.Wood.

Newsletter - Cllrs M.Harrison and A.Walmsley (subject to acceptance).

4.Apologies.

Cllr A.Walmsley, apologies were accepted.

5.Ethical Code.

No interests were disclosed.

6.Representations.

a) A member of the public made a representation concerning a comment made at the previous meeting by a Parish Councillor which he wished to repudiate, as he thought the comment had influenced the decision of the full Council.

A resident stated that the decision to move some of the equipment, had been a relief and would improve his quality of life. Two other residents also made comments in support of the comment made.

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

c) No comments received

7.Confidentiality.

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

Cllr Harrison and Cllr Scott requested that they had matters to be discussed under agenda item 20.

8. Police.

The link for the Police web site;

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

Upon viewing the link, there were three incidents reported but they were for the previous month.

The return of Police Surgeries on a monthly basis, would provide in date information.

9. Minutes.

The minutes of the meeting held on 06 April 2021, were subject to change prior to approval.

10. Planning applications.

No objections were raised against the applications received

The Clerk was asked to submit comment concerning applications concerning the removal of trees and that they be replaced as a condition of any approval granted.

11. Financial Matters.

11.1 Members were circulated with a list of invoices for payment for May 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	45.95
BACS	Continental	Grass Cutting	302.54
BACS	Glasfibre	Flagpole	207.60
BACS	Chambers	Flowers	82.80
	TOTAL		<u>£1123.94</u>

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

11.3 Members duly noted receipt of the Annual Internal Audit Report.

11.4 Members gave consideration to the approval of the Annual Governance Statement, **Resolved;** that the Chair, Cllr M.Harrison, duly sign the Annual Governance Statement.

11.5 Members gave consideration to the approval of the Accounting Statements, **Resolved;** that the Chair, Cllr M.Harrison, duly sign the Accounting Statements

12. To receive reports from the following Working Parties

a) To avoid any confusion with the Terms of Reference already approved in Standing Orders, the document governing the scope of the Working Parties would be renamed. It was agreed that Cllr S.Wood and Cllr.M,Harrison, would liaise further concerning the production of a document.

Planning –

see agenda item 10.

Playground and Fitness Equipment –

Members had received the document prepared for them and discussed the content.

Members were required to decide on the following;
Next steps regarding the fitness equipment (see agenda item 20.).

Maintenance -

Members had received the document prepared for them and discussed the content.

Members were required to decide on the following;

Quote for painting in Boule area. £540. It was agreed.

Replace piece of wood Boule area £80. It was agreed.

Potential bases for picnic benches on Millennium Green, a quote of £260-300 plus VAT. (a funding application to Leeds CC would be allocated to the cost). Cllr D.Gibbins questioned the reasoning for purchasing picnic benches as it was contradictory, when residents had been required to move bird feeders, it was noted that part of the reason was to provide disabled access for users. Cllr S.Marshall referred to the Parish Plan and the current Neighbourhood Plan and if provision had been made for the placing of picnic benches. Cllr D.Gibbins sought clarification on how the benches would accommodate disabled users and the sizing. Cllr T.Mycock stated that only quotes were being requested at this stage, any decision would be made by the Parish Council with supporting information provided.

Following debate, a vote was taken in support of installing concrete bases in advance of obtaining the picnic benches, this was agreed.

Relocation of bench to Ramsey's Fold, a quote of £55 had been received although this work may be completed by Cllr Scott and Cllr Mycock. This was agreed.

Quote for concrete base for relocation of bench on Kirkfield Avenue/Braham Road. This was agreed.

Laurel bushes to Moat End at a cost of £270 (a resident would contribute £50 and also plant them). Total cost £220. It was agreed.

Quote for Ramsey's Fold to cut back overgrown vegetation. No decision was taken. Cllr S. Llewlllyn commented that the area had been subject to fly tipping, this had been removed and required collecting.

Gardens-

A request for soil for the border would be added to the Maintenance WP list of work.

Finance -

Nothing to report.

Highways -

Members had received the document prepared for them and discussed the content.

A meeting had been arranged with Leeds CC concerning a resolution to improve the Carr Lane junction.

White lines had now been installed on Carr Lane, Cllr Walmsley had informed the Clerk that vehicles seemed to be staying on the correct side of the road since the lines had been reinstated.

Cllr M.Harrison thanked the WP for their time and effort in conducting the surveys.

Newsletter –

It was agreed the next publication would be July. The Clerk would send out requests for articles on Friday 11 June.

13.Matters arising from previous minutes

Following agreement that the Social Media Policy be implemented (see minute 10. April), a Digital Transformation Steering Group had been formed and had held its first virtual meeting. Members were required to decide on the following;

A Parish Councillor with responsibility for social media. It was agreed that Cllr A.Lobley would be responsible.

A volunteer required to try Google Workspace and receive training, Cllr S.Marshall volunteered.

The Parish Councillor with responsibility for social media (Cllr A.Lobley), to launch Instagram/Facebook pages. It was agreed.

Following the arranging of the Annual litter pick (see minute 14. April), members had been allocated to the specific days, a request for volunteers had been made via Social Media.

A supply of Leeds CC refuse bags had been collected and stored in the Sub Station, bags used were to be left by Leeds CC bins for collection.

No progress had been made concerning having a Village Marquee, it was agreed this would be discussed at the next meeting.

14.Neighbourhood Plan.

Cllr S.Wood informed members that the Steering Group had reached a stage where they were to apply for funding to cover the cost of producing the plan. A leaflet, providing information about what the plan contains and where a printed copy could be sourced, would be produced to be placed in the next Parish Council newsletter.

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

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

Note 1; Cllr S.Llewellyn informed members that a resident was interested in pursuing the introduction of a Climate Change Action Group, further information would be presented in due course.

Note 2; Following discussion, it was agreed that information such as temporary event insurance cover, risk assessment, times for the event and if any music would be played, would be required to give the enquiry for the use of the Millennium Field for a fitness class, further consideration.

The Parish Council had also received another request for a school/community fun day in September, the Clerk was asked to request the same information from the organisation.

16.To receive reports from outside bodies.

Nothing to report.

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

Nothing to report.

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

LGA Model Councillor Code of Conduct 2020.

Report from Church Hill Quarry Steering Group.

Working Party Reports placed with Agenda

19.Date of next meeting.

Following the information received concerning the expiry of legislation which had allowed Council's to meet remotely, the Clerk would enquire if the Victory Hall was available to accommodate the next Parish Council meeting and advise members in due course.

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

The PFE Working Party had met to discuss implementing the decision made to place

three items of equipment in a suitable location, however none could be identified due to neighbours being in dispute and unable to reach a compromise, the Working Party would therefore be unable to provide the full Council with a decision. Following debate, it was agreed that the equipment would have to be left in the existing position and the anti-social behaviour residents were experiencing be resolved.

A Parish Councillor informed the Council that he had been the recipient of unsavoury behaviour from a member of the public.

Members were asked that in the interests of the Council they should work as a team going forward and to observe the Code of Conduct that they had signed.

Signed

Date.....

Chair Thorner Parish Council