

THORNER PARISH COUNCIL

Minutes of the Annual Parish Council meeting held on Tuesday 03 May 2022.

Present;

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

Others; 4 members of the public were in attendance for parts of the meeting.

Clerk to the Council; Barry Riley.

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

1.Appointment of Chair 2022 / 2023

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

Cllr S.Llewellyn.

The Chair duly signed the Acceptance of Office

2.Appointment of Vice - Chair 2022 / 2023

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

Cllr S.Llewellyn.

3.Appointment of Working Parties

Planning – Following a request by the Chair for Councillors to form a Working Party, no nominations were received, it was agreed that the Working Party be dissolved. Items of information would now be circulated to full Council.

Playground and Fitness Equipment – Cllrs A.Lobley and T.Mycock.

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

Gardens - Following a request by the Chair for Councillors to form a Working Party, no nominations were received, it was agreed that the Working Party be dissolved. Items of information would now be circulated to full Council

Finance – Cllrs D.Gibbins, M.Harrison and A.Scott.

Highways - Following a request by the Chair for Councillors to form a Working Party, no nominations were received, it was agreed that the Working Party be dissolved. Items of information would now be circulated to full Council

Newsletter - Following a request by the Chair for Councillors to form a Working Party, no nominations were received, it was agreed that the Working Party be dissolved. Items of information would now be circulated to full Council

4.Apologies.

Cllr A.Walmsley.

5.Ethical Code.

No interests were disclosed.

6.Representations.

a) A resident (see also agenda item 16.), provided members with an estimate to enable funding for the Gala to celebrate the Queen's Platinum Jubilee.

A resident asked if the meetings of the Working Parties could be placed on the website. A report from the Neighbourhood Steering Group had been sent prior to the meeting but outside the time required for correspondence to be received. The Chair would allow for discussion to take place under agenda item 14.

A request was made to the Parish Council to support the work of the Volunteers, by offering the storage of equipment and funding.

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.

8. Police.

The link for the Police web site;

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

Dates for future PACT meetings would be obtained and circulated to members.

9. Minutes.

The minutes of the meeting held on 05 April 2022, were subject to change prior to approval.

10. Planning applications.

No objections were raised against the applications received

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	667.60
DD	Nest	Pension	29.59
BACS	Gallagher	Insurance	615.31
BACS	Creative Artwork	Annual Report	200.00
BACS	AI Print	Annual Report	319.00
TOTAL			<u>£1831.50</u>

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

11.3 The Annual Internal Audit Report was received and noted.

11.4 The Annual Governance Statement was considered, approved and accepted.

11.5 The Accounting Statements was considered, approved and accepted.

12. To receive reports from the following Working Parties

Planning -

Nothing to report

Playground and Fitness Equipment -

Cllr A.Lobley informed members that other funding requests were being made for the new play area (see minute 9. April), it was agreed that the placing of an order with Kompan the contractors, would be delayed till the outcome of the funding requests were known.

Maintenance -

Members had received the document prepared for them and discussed the content. It was confirmed that the existing grass cutting contractor, Continental Landscapes. had declined to submit a tender.

Members were required to decide on the following;

To extend the deadline to allow further site visits from potential contractors and for the existing contractor to continue. It was agreed.

Due to some works not being carried out on Millennium Green, a contractor be appointed for weeding and bark provision at a cost of £620. It was agreed.

Gardens –

Nothing to report.

Finance -

Nothing to report.

Highways -

Following the decision to dissolve the Working Party (see minute 3), the Clerk was asked to inform the members of the public within the group.

Further to the works carried out on Heathcote Avenue (see minute 14. April), the Clerk was asked to submit a report to Leeds CC concerning the standard of work carried out and if it was completed in accordance with the specification.

Newsletter -

Nothing to report.

The remaining Working Parties acknowledged receipt of the new Working Party Policy.

13.Matters arising from previous minutes

No matters arising.

14.Neighbourhood Plan.

Further to the report received (see minute 6a)), it was agreed that the donation to the Over 60's (approved in the budget for 2022 / 23), for £1000, be issued to them. It was confirmed that this would not be used for, or was related to, any grant application submitted and received in the previous financial year, towards producing the Neighbourhood Plan.

Following information that there would be a requirement to repay a portion of the grant received towards producing a Neighbourhood Plan, it was agreed this would need to be completed by the Parish Council.

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

Nothing to be considered.

16.To receive reports from outside bodies.

There was nothing to report concerning the digital transformation steering group.

Following discussion, it was agreed that funding for the Queen's Platinum Jubilee gala (see minute 6a)), be granted, but the estimate provided be re-submitted to take account of increased costs to a value of £1500, approved in the budget for 2022 / 23. Subject to receipt the Clerk was requested to make payment.

Having noted the content of the information received from the Thorner Tree Group, it was confirmed that Leeds CC, were spraying the weed killer. The Maintenance WP were asked to enquire what type of chemical being used and if it presented any hazard when sprayed beside the playground.

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

Having considered the proposals for the use of and access to the Sub Station, it was agreed that Parish Council items would be moved into the area within the building which was lockable, non -council items would be removed and placed in the other area within the building. Existing arrangements for a Parish Councillor to be in attendance when any person or group required access, would remain, this ensured the security of items and any health and safety aspect of use of the building. It was agreed that the Clerk would present an updated policy, for the above mentioned arrangements and to include in the policy that only the Clerk and Parish Councillors were key holders.

Following discussion concerning the reasons and costs to provide more dog bag dispensers, it was agreed that more be purchased and placed in the appropriate areas, this would include the area by the Sub Station and the Ford.

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

No notifications received.

19.Date of next meeting.

Resolved; that the next meeting will be on Tuesday 07 June 2022 at the Over 60's Bungalow, Main Street, Thorner.

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

Nothing discussed.

Signed
Chair Thorner Parish Council

Date.....