

**THORNER PARISH COUNCIL**  
**Minutes of the Annual Parish Council meeting held on**  
**Tuesday 13th May 2025.**

**Present;**

**Councillors;** R.Brittain, V.Forster, J.LeRoy, S.Llewellyn, T.Mycock, A.Scott and A.Wallis.

**In attendance;** Clerk to the Council; Barry Riley.

21 members of the public were in attendance for parts of the meeting.

Ward Councillor Firth.

Councillor Scott as the presiding Chair, opened the meeting and welcomed all in attendance.

He requested if any Councillors present wished to propose themselves for Chair, having received no proposals, he requested if anyone would like to propose someone which was recorded below. Councillor Scott asked again if anyone would like to propose themselves, Councillor Wallis was nominated but it was not seconded.

**1. Appointment of Chair 2025/2026.**

Councillor Scott was nominated as Chair by Councillor Brittain, it was seconded by Councillor Llewellyn.

1a. The Chair duly signed the Acceptance of Office.

**2. Appointment of Vice - Chair 2025/2026.**

Councillor Wallis was nominated as Vice Chair by Councillor Llewellyn, it was seconded by Councillor Brittain.

**3. Appointment of Councillors to;**

Neighbourhood Plan Steering Group - Councillors Brittain and Mycock.

Newsletter production – Councillors Brittain and Forster.

Social media communication – Councillors Wallis and Wilson.

Leeds Festival Working Group – Councillors Wallis and Wilson.

Playground management – Councillors Llewellyn and Mycock.

Police PACT meetings – All Councillors.

Grounds Maintenance contract management – Councillors Llewellyn and Mycock.

Gardens – Heathcote Avenue – Councillor LeRoy.

Boules Shelter management – Councillor LeRoy

Defibrillator management – Councillors Scott, Wallis and Wilson.

The addition of the Flags and Flagpole management was requested with Councillors Brittain and Scott appointed.

**4. Chairman's Annual Report 2024/25**

Members duly noted the content of the report without further discussion.

**5. Apologies.**

Councillor Wilson.

The reason for not attending was accepted.

**6. Ethical Code.**

No interests were disclosed.

## **7. Minutes.**

The minutes of the previous Parish Council meeting were approved and signed by the Chair Councillor Scott.

## **8. Admission of the public and press and representations.**

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

b) A member of the public made a representation not notified to the Clerk before the meeting, about the noise emitting from the Fox public house due to live music played on occasional Saturday's and if they had a licence to do so.

Following the Annual meeting of Electors, a resident who had attended the meeting thought that the Parish Council would want to obtain the Flood Survey report, Ward Councillor Firth was to obtain the report.

A resident voiced his concern about dog walkers accessing his land and the dangers this presented. He wanted to place an article in the next newsletter, he was asked to send the article to the Clerk.

A resident raised his concern that when accessing the Parish Council website he had noted it stated it was not secure.

c) A representation notified to the Clerk before the meeting was received from the Friends of Thorner PTA regarding funding for the Thorner Funday taking place on 29th June 2025. at the Victory Hall. They provided information on what the event hoped to achieve (see minute 21.).

A representation notified to the Clerk before the meeting was received from a representative of the Ironman Group concerning the Leeds event on Sunday 27<sup>th</sup> July 2025. He provided the reason why Thorner was chosen to host an element of it and gave an overview of what arrangements would be put in place to keep disruption to a minimum. He sought to accommodate the views and opinions of those in attendance and responded to the concerns and problems that would ensue to residents, the Church and local farmers. He duly noted comments made that the potholes and road surfaces on the route would need to be repaired prior to the event taking place. Also, if a request for cars to be removed would be made and barriers placed. A resident suggested that there should have been more communication to residents.

d) Ward Councillors comment.

Nothing to report.

## **9. Confidentiality.**

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

## **10. Police.**

The link for reporting non-emergency crimes or Anti-social behaviour is

[www.westyorkshire.police.uk](http://www.westyorkshire.police.uk)

The Link for the Police web site;

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

It was reported that there had been 6 crimes recorded in March 2025. 1 for public order, 4 for violence and sexual offences and 1 vehicle crime.

Community Alert scheme.

<https://www.westyorkshire.police.uk/west-yorkshire-community-alert>

## **11.Planning applications.**

11.1 Having reviewed application 25/01837/FU, for The Orchard, Butts Garth, the Clerk was asked to submit an objection based on the following material considerations that the proposal was overlooking, overshadowing, overbearing and out-of-character.

11.2 Members duly noted the information provided in the planning log.

## 12. Financial Matters.

12.1 Members were informed about the payments for May 2025;

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

### Accounts for Payment:

Date prepared	May-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	£39.68	£7.94	£47.61
D/Debit	Nest - Pension	£67.49		£67.49
BACS	IPI Ltd	£110.00	£22.00	£132.00
BACS	JRB Ltd	£246.00	£49.20	£295.20
BACS	The Range	£4.98	£1.00	£5.98
BACS	Gallagher Insurance	£930.13		£930.13
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
	<b>Total Payments</b>	<b>£3,367.04</b>	<b>£80.14</b>	<b>£3,447.17</b>

12.3 The Internal Auditors Report was noted.

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

12.5 The Accounting Statements were considered, approved and accepted.

## 13. Action Plan

The updated report was issued to members for approval.

The relevant actions completed and to be undertaken were noted and agreed.

The replacement of the wooden slats on the bridge to the tower climber would be added (see minute 16.).

The maintenance of the flower boxes at the top of the village would be added.

## 14. Matters arising from previous minutes.

No matters arising.

## 15. Neighbourhood Plan Steering Group.

The Steering Group were awaiting an update from Leeds CC Neighbourhood Planning & Engagement team to the latest version of the Thorner Neighbourhood Plan.

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

Following receipt of the playground inspection report, Councillor Mycock had undertaken remedial work to ensure the safety of some equipment, however the slats on the bridge to the Tower climber, were in need of replacement, it was agreed that this be added to the action plan, but it was accepted the cost to replace them would be considerable.

## 17.To receive reports from outside bodies.

Councillor Wallis informed members that the meeting between the Parish Council and the Thorner Community Fund, had been very productive, the result being that the Parish Council would have sole responsibility for issuing car passes to residents for the festival. It was agreed that a procedure be formulated in due course.

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

- a. The Clerk confirmed that to enable the production of a newsletter for June, the timetable would commence this week with contributors contacted formally, following pre notification in April (see minute 14. 08<sup>th</sup> April 2025). Councillors were encouraged to submit articles.
- b. Due to the age and design of the village entrance signs, it was agreed they needed changing, consideration would be given to what could be used to overlay those existing.
- c. Due to the existing flowerbeds on the Leeds CC section of Millennium Green having been mown over, the provision of a wildflower area would be introduced on the Parish Council owned area of land to compensate for the loss. Councillor Llewellyn would seek a quote for doing this.
- d. Due to the condition of the stone plaque at the Jubilee tree, it was suggested that a metal plaque be acquired by Councillor Mycock and be placed over it.

Councillor Scott informed members that the next PACT meeting would be taking place on 22<sup>nd</sup> May 2025 at the Collingham Memorial Hall.

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

An invitation be sent to the new PROW Officer at Leeds CC.

The provision of event flags and other promotional material from the Ironman Group in support of the event on Sunday 27<sup>th</sup> July 2025.

Signage for the new benches and planters.

Arrangements for the distribution of vehicle passes for the Leeds Festival.

**20. Date of next meeting.**

**Resolved;** that the next meeting will be on Tuesday 10<sup>th</sup> June 2025 at the Over 60's Bungalow, Main Street, Thorner.

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

It was agreed that any funding for the Thorner PTA, should be by way of a grant application.

The Chair read from a thank-you card received from the Clerk's wife.

Signed .....  
Chair Thorner Parish Council

Date.....

The meeting closed at 9.50 pm.