

**THORNER PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on Tuesday 12<sup>th</sup>**  
**August 2025 at the Over 60's Bungalow, Main Street, Thorner.**

**Present;**

**Councillors:** A.Scott (Chair), R.Brittain, J.LeRoy, T.Mycock, A.Wallis and C.Wilson.

**In attendance:** Clerk to the Council; Barry Riley.  
8 members of the public were in attendance for parts of the meeting.  
Ward Councillor Firth.

**1.Apologies.**

Councillors Forster and Llewellyn.  
The reasons for not attending were accepted.

**2.Ethical Code.**

a. Councillor Scott declared a personal interest in agenda items 12.a. and 12.b.  
Councillors Scott and Brittain both declared a pecuniary interest in agenda item 14.a.

**3.Minutes.**

The minutes of the previous Parish Council meeting, were approved and would be signed in due course by the Chair Councillor Scott.

**4.Admission of the public and press and representations.**

a. There was no person wishing to record the meeting.  
b. There was no representation notified to the Clerk before the meeting.  
c. A member of the public made a representation not notified to the Clerk before the meeting about agenda item 12.a. and suggested that a lock be placed on the gate.  
A resident presented an invoice seeking payment for the replacement for the damaged water piping due to recent vandalism at the gardens (see minute 12.a.). This would be considered at the next meeting.

All in attendance were reminded there was a PACT meeting taking place in the Victory Hall on Thursday 14<sup>th</sup> August 2025.

A resident from Sandhills commented on the number of instances of speeding traffic and wanted to know what the Parish Council was doing to mitigate it and had noted that other surrounding villages had speed restriction signs but Thorner did not. He was informed that as Thorner did not have lampposts on which to place SID's (Speed Indication Devices), this would require Leeds CC to install posts to accommodate them, which was unlikely given the reported financial constraints at present.

Residents were informed that the Parish Council had a portable SID machine that was recently used outside the Beehive Public House on Main Street and was intended to be used on Sandhills toward the end of next month when everyone was back at school and work. The information obtained would be passed to the Police to consider acting upon.

The residents were informed by Ward Councillor Firth, that previous enquiries had been made to Leeds CC to consider installing SID's but recorded evidence was not sufficient for them to justify the cost of installation.

A resident considered that much of the speeding traffic was the result of when parents were bringing children to the School and suggested that engagement be made with the School about this, which may result in less speeding.

A resident commented that traffic sight lines were becoming problematic due to overgrown vegetation in the area from Lower Sandhills to Main Street, he was informed that it had been reported to Leeds CC Highways.

The resident asked about using the noticeboard, he was informed that the noticeboard for public use could be accessed by contacting the Clerk to get the code for the key lock on the Boules Shelter to obtain the key.

d. Ward Councillor Firth provided members with an update on a number of matters previously raised and specifically those relating to flood mitigation in the village involving the Watery Lane/Stead Lane culvert, the main drainage pipe under Main Street and the road section outside Manor Farm House on Carr Lane, which was subject to ponding. Following the report that a survey team from Leeds CC Flood Alleviation were in the field by Westfield Lane (see minute 4.c 08<sup>th</sup> July 2025), the placing of a bund was being considered, a separate meeting would be held with the Flood Alleviation Officers to discuss flood mitigation in the village.

A local engagement meeting had been arranged at the Victory Hall on the 28<sup>th</sup> August 2025, to discuss the Leeds Local Plan.

## 5. Confidentiality.

The Clerk requested that discussion concerning information received after the issue of the agenda from the external auditor, be discussed under agenda item 17; as it was of a special and confidential nature that the public and press be temporarily excluded and they be instructed to withdraw (Standing Order 13).

## 6. 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/>

The Clerk commented that there were 4 crimes recorded in May 2025. There was 1 for anti-social behaviour, 1 for criminal damage and arson and 2 for violence and sexual offences. Community Alert scheme.

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

## 7. Planning applications/appeals/enforcement action, received.

7.1 Having reviewed application 25/03889/FU, the demolition of an existing garage/outbuilding to side, construction of a two-storey side extension and new porch to front for 1 Kirkfield Avenue, the Clerk was asked to submit an objection as it was considered overbearing and out of character.

7.2 Members duly noted application 25/04079/FU. for the installation of an EV car charger to side at 67 Main Street with no objection.

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

## 8. Financial Matters.

8.1 Members were informed about the payments for August 2025;

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

### Accounts for Payment:

Date prepared	Aug-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	£38.19	£7.64	£45.83
D/Debit	Nest - Pension	£67.49		£67.49
BACS	Vision ICT Ltd	£54.17	£10.83	£65.00
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>£2,128.61</b>	<b>£18.47</b>	<b>£2,147.08</b>

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

8.3 It was established that the quotes required for signage were for the benches and planters/pollinators, purchased by the Parish Council.

8.4 It was decided that the method of delivery for the bark and how the area for delivery would be accessed, was required before deciding how much should be ordered.

## **9. Action Plan.**

The updated report was issued to members for approval.

With regard to the repair of the bench on Milner Lane, it was confirmed that although the bench was on the Leeds CC highway verge, the fact that it was maintained by the Parish Council and the platform and steps were to facilitate the bench and would serve no other purpose, it was not for Leeds CC to repair. Given the bench was only occasionally used, it was agreed to not take further action.

Arrangements to provide Christmas gifts for the school children who were present at Millennium Green on the day of an event would be added to the plan.

The latest version of the plan would be updated on the website.

## **10. Matters arising from previous minutes.**

a. Having reviewed the role and obligations of the Parish Council with regard to the Parish Paths Partnership agreement with Leeds CC PROW, it was agreed that due to the restrictive nature of some conditions such as survey work, the agreement needed to be amended and renegotiated if the Parish Council was to continue to participate. To progress matters, a discussion group would be formed consisting of the Parish Council and inviting the Thorner Heritage Group who have been involved in footpath maintenance, to agree what footpaths should be included, how they were to be surveyed and the % funding provided by the Parish Council and Leeds CC, for continuation of a partnership with Leeds City Council Public Rights of Way Team.

## **11. Neighbourhood Plan Steering Group**

Leeds CC Planning had commented that the Plan was now near completion and that they would be having a final read through (they would be expecting the Group and the Council to do the same). Consideration would now need to be given to when to have the Referendum which would take place when everything was finalised and for the Electoral Services to agree the date which would be preferable to avoid any school holidays or other factors such as extreme weather, in order to maximise the turnout.

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

a. Having discussed the security of the garden plots due to recent incidents of vandalism, Councillor LeRoy was asked to contact the contractor who had installed the entrance gates, to obtain a quote to carry out works to make them more secure. Having discussed the damage to the water supply metal cover, the Clerk would obtain a quote for the repair.

b. A repair of the entrance gate to the gardens from Heathcote Avenue, would form part of the quote requested above.

c. It was agreed that there was not sufficient reason to consider amending the Volunteer Policy at the present time.

d. Having received the Planter/Flower Boxes/Pollinator report, it was agreed that the Parish Council would accept responsibility and seek funding for the provision of plants. The Clerk would seek a quote for watering as an alternative to seeking a designated waterer. The actions to be taken would be added to the Action Plan.

e. It was decided to give permission to the Thorner Apple Pressing Society to hold the annual apple pressing event at the Boules Shelter.

f. In addition to comments already made (see minute 4.c.), the provision of speed indication devices at the entrances to the village would be dependent on permission and funding being given by Leeds CC, it was suggested that as it was unlikely that funding would be provided by Leeds CC, an approach could be made to the TCF (Thorner Community Fund), to ascertain their willingness to support the provision.

**13.To receive reports from outside bodies.**

Councillor Wilson provided an update to members on the Leeds Festival event following the recent Working Party meeting. It was confirmed that a review meeting following the event would take place on the 03<sup>rd</sup> September 2025.

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

- a. Following comments made in the reports received by the ground's maintenance contractor responsible for the playground area (part of schedule 2), a quote had been obtained from the ground's maintenance contractor responsible for schedule 1. Following discussion, it was agreed to accept the quote at a cost of £350 per month and remove the playground area from schedule 2 and add it to schedule 1.
- b. A number of Councillors had attended the Leeds Local Plan public and Parish/Town Council consultation held at Wetherby Town Hall on Thursday 24<sup>th</sup> July 2025 for Leeds North-East. The planned proposals for development in Thorner would be discussed at a local event arranged by Ward Councillors (see agenda item 4.d.).
- c. It was agreed that the electric meter be changed at the Boules Shelter and also at Millennium Green subject to there being no cost to do so.

It had been reported that the stones for the small wall at the Archer's Cross on Butts Garth had become dislodged, Councillor Mycock was asked to obtain a quote to carry out repairs.

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

Quotes requested at agenda items 12. and 14; would be added under agenda item 8.

**16.Date of next meeting.**

**Resolved;** that the next Parish Council meeting will be on Tuesday 09<sup>th</sup> September 2025 in the Over 60's Bungalow, Main Street, Thorner.

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

Members duly noted the new pay rates applicable to the Clerk's employment, which would be back dated from 01<sup>st</sup> April 2025.

Councillor Wallis asked for an explanation on what dictated which Spinal Column Points of pay (which ranged from £12.26 to £44.74), were allocated, the Clerk explained it was the level of knowledge, qualifications, the extent of what facilities were provided and property owned, dictated which rate was applicable.

The Clerk having provided information on the external auditor's view that the AGAR was not accurately completed due to the change in an asset values, confirmed that the Clerk make further representation and challenge their view.

Signed .....  
Chair Thorner Parish Council

Date.....

**The meeting closed at 9.39pm.**