

**DRAFT MINUTES OF THE ANNUAL MEETING OF THORP ARCH PARISH COUNCIL held at ALL SAINTS CHURCH ON WEDNESDAY 8th MAY 2019 7.00pm**

**PRESENT**: Councillors: J. Richardson (JR) Chair, Andrew Rodger (AR) Steve O’Loughlin (SOL), Emma Shellard (ES)

**IN ATTENDANCE**: Tina Wormley

**OTHERS:** PCSO Lou Crossland and PCSO Susan Broadwell

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| **139** | **ELECTION OF CHAIRMAN**  John Richardson was unanimously elected as Chairman |  |
| **140** | **ELECTION OF VICE-CHAIRMAN**  Steve O’Loughlin was unanimously elected as Vice-Chairman |  |
| **141** | **PUBLIC REPRESENTATIONS**  None |  |
| **142** | **TO APPROVE APOLOGIES FOR ABSENCE**  None |  |
| **143** | **POLICE REPORT**  No crimes reported for March.  Other news:  There were 47 crimes in March for the whole of Wetherby ward, 12 of these were burglary residential. There were 40 crimes in Harewood ward, 16 of these were burglary residential. |  |
| **144** | **DECLARATIONS OF INTEREST and CONSIDERATION of DISPENSATIONS**  None. |  |
| **145** | **TO APPROVE** the **MINUTES** of the last **MEETING**  The minutes of the meeting held on Monday 8th April 2019 were accepted as a true record and signed by the Chairman. |  |
| **146** | **CORRESPONDENCE**   * YLCA Training – SOL to attend training course for new councillors on 14th June |  |
| **147** | **FINANCE**   1. Payment of accounts authorised      |  |  |  |  | | --- | --- | --- | --- | | T Wormley | Salary |  | £422.57 | | HMRC | PAYE |  | £39.80 | | T Wormley | Expenses |  | £55.99 | | D Brown | Internal Audit |  | £182.88 | | A Rodger | Expenses for APM |  | £51.54 | | C Sanderson | Grass cutting |  | £72.33 | | Came and Company | Insurance |  | 653.58 | |  |  |  |  |  1. Balances and receipts noted. 2. Bank reconciliation circulated and agreed. 3. Internal audit received and accepted. Clerk to upload to website. 4. Annual return completed and signed off by the PC for return to the external auditor. | **Clerk** |
| **148** | **PARISH DEVELOPMENT MATTERS**   1. Site Allocation Plan (SAP) – Following receipt of the Inspector’s report, LCC anticipate the SAP will be in place this summer and their 5-year land supply similarly. 2. Homes England (HE) – No further information re application 17/07970 for 119 houses. No further information on the application 16/03692 now for 26 houses. 3. Fenced off land at Thorp Arch Grange – LCC Legal Services have requested information about historical use of the site. Clerk to forward information relating to use of the area as an overflow car park for Leeds United, to LCC legal team. 4. PC Claim for title through Adverse Possession at North Lodge – Resolved to sign the Statement of Truth and proceed with the application. Clerk to instruct solicitor. Agreed to make an enquiry about insurance cover to run alongside the application. 5. Leeds United Football Club (LUFC) –SOL to organise a meeting with with Angus Kinnear from Leeds United FC to be held in the summer. | **JR**  **Clerk**    **Clerk**  **Clerk**  **SOL** |
| **149** | **PLANNING**  See Appendix 1 for a. and b.   1. Applications. 2. Decisions and enforcements. |  |
| **150** | **PARISH PROJECTS**   1. The Green – Resolved to instruct ‘Greensleeves’ to improve and treat the grassed area on The Green. SOL to instruct. | **SOL** |
| **151** | **ORGANISATIONAL MATTERS**   1. Tree Works – Clerk to check with M Rhodes to see if work has been done. 2. Annual Parish Meeting – The APM was well received and attended. | **Clerk** |
| **152** | **INFRASTRUCTURE**   1. Highways and footpaths – AR has emailed Highways re Pot holes that have been filled recently and are now crumbling. A number of street signs have been replaced following a request by the PC. 2. SIDs – Walton Road SID still not working. AR to meet with Highways. Agreed to withhold payment until it is working. 3. 20 mph Speed limit Zones – Still awaiting feedback from LCC. | **AR**      **AR** |
| **153** | **COMMUNITY PARTICIPATION**   1. Benches – ES still sourcing quotes for the work to the benches. PC have received a request for the purchase of a bench by the bus stop. This will be considered at the next meeting. | **ES** |
| **154** | **MINOR ITEMS and ITEMS FOR NEXT AGENDA**   1. Items for the agenda to be forwarded to the Clerk up to one week before the meeting. 2. Bench at bus stop |  |
| **155** | **CLOSURE**  There being no further business, the Chairman declared the meeting closed at 9.00pm.  **The** **next meeting will be held on Monday 10th June 2019 – 7.00 at All Saints Church.** |  |

**Signed ……………………………………………….. Date………………………..**

**Chairman**

**Appendix 1**

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| **Planning Applications** | | | | | | |
| **Application Number** | **Address** | | **Description** | | **Decision** | |
| **Ref**:  **18/06773/FU** | Bramble Cottage, The Green | | Single storey rear extension | | **Approved** | |
| **Ref:**  **19/01748/LI** | Thorp Arch Hall | | Listed building application to carry out alterations involving relocation of oil tank | | **Support** | |
| **Planning Enforcements** | | | | | |
| **Case Number** | | **Address** | **Date Received by LCC** | **Current Status (new actions in red)** | |
| **None** | | | | | |

**Other**

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