



DRAFT MINUTES OF THE MEETING OF THORP ARCH PARISH COUNCIL HELD

ON MONDAY 14th SEPTEMBER 2020 7.00pm

The Meeting was conducted remotely due the Covid-19 crisis

PRESENT: Councillors: John Richardson (JR) Chair, Nicola Midgely (NM), Ian Grainger (IG) Steve O’Loughlin (SOL) Charlotte Dyson (CD)

IN ATTENDANCE: Tina Wormley

OTHERS: None

366	PUBLIC REPRESENTATIONS None	
367	TO APPROVE APOLOGIES FOR ABSENCE None	
368	POLICE REPORT One crime reported for July: Burglary on the Trading Estate.	
369	DECLARATIONS OF INTEREST and CONSIDERATION of DISPENSATIONS None.	
370	TO APPROVE the MINUTES of the last MEETING The minutes of the meeting held on Monday 13 th July 2020 were accepted as a true record and signed by the Chairman.	
371	CORRESPONDENCE <ul style="list-style-type: none"> • Hedgerow on Walton Road – Overgrowth reported to PC by a resident. Has been reported to LCC. • Remembrance Sunday – Rev. Nick Morgan has requested a video of the roll of honour for both world wars to be delivered by the PC on Remembrance Sunday. JR to record. Support from SOL and CD. • Leeds coronavirus increases – LCC leader Judith Blake has circulated information about the rise in COVID 19 in Leeds. A summary of the info will be put into the PC newsletter/Causeway and has been upload to the website. 	
372	FINANCE <ol style="list-style-type: none"> a. Payment of accounts authorised 	

	<p>T Wormley Salary £515.20</p> <p>HMRC PAYE £111.40</p> <p>T Wormley Expenses £32.94</p> <p>R M Landscapes Grass Cutting £310.00</p> <p>J Richardson Expenses – Ink £31.00</p> <p>Vision ICT Website £132.00</p> <p>Greensleeves Lawn treatment to Greens £55.00</p> <p>Craig Williamson Payroll £25.50</p> <p>YLCA Training Webinars £25.00</p> <p>PKF Littlejohn External Audit £240.00</p> <p>b. Balances and receipts noted.</p> <p>c. Bank reconciliation circulated and agreed.</p> <p>d. NM and SOL are now signatories on the account.</p> <p>e. Incremental salary resolved for Clerk following appraisal.</p> <p>f. The Annual Governance and Accountability Return (AGAR) certificate has been returned with no matters of concern recorded.</p>	
373	<p>PARISH DEVELOPMENT MATTERS</p> <p>a. Chartford Homes (CH)/Homes England (HE) application (18/07278/FU) for 26 dwellings, is progressing. The development is well underway with three homes now occupied.</p> <p>b. Lovell Homes/Homes England Application (17/07970) for 119 houses – Ongoing discussions and consultation by Cllrs and local residents continue with Lovell Homes. It is expected that development will commence in the early part of 2021. JR/NM/IG to meet with Lovells and Leeds City Planners.</p> <p>c. Cycle Path – Parish Cllrs still in discussions with Ministry of Justice Estates (HMP Wealstun) regarding community issues relating to the cycle path.</p> <p>d. Thorp Arch Grange adverse possession update – Discussions are ongoing with LCC.</p> <p>e. Planning White Paper – JR to complete consultation response for TAPC and inform David Aspland of Walton PC of substance of response.</p>	<p>JR/NM IG</p> <p>JR JR JR</p>
	<p>PLANNING</p> <p>See Appendix 1 for a. and b.</p> <p>a. Applications.</p> <p>b. Decisions and enforcements.</p>	
375	<p>PARISH PROJECTS</p> <p>a. Noticeboard – Due to be delivered and installed 15th September.</p> <p>b. Village bench – Supplier is awaiting delivery of oak.</p>	<p>SOL SOL</p>
376	<p>ORGANISATIONAL MATTERS</p> <p>a. Grass Cutting Schedule – Continental Landscapes are the appointed contractor for grass cutting. Wood Lane will be cut 14 times a year. The area covered will reach the 30mph sign.</p> <p>b. The Chairman informed the meeting of his intention to stand down as Chairman and Councillor at the next Annual Meeting in May 2021.</p> <p>c. The Clerk’s appraisal took place in July. An annual incremental salary increase was proposed and agreed.</p> <p>d. Damage to post on Lower Green – A contractor has been instructed to repair the post.</p> <p>e. Lawn Mower – Resolved to approach Harlands re purchase of the PC mower as it is no longer required due to the appointment of a contractor.</p>	<p>IG</p> <p>JR</p> <p>JR</p> <p>JR</p>

	f. Christmas tree – Agreed to retain East Keswick Garden Centre as supplier of the tree. Clerk to order.	
377	INFRASTRUCTURE a. Thorp Arch SID Data – NM will analyse SID data quarterly. The next data report will be presented at the October meeting. b. Parking issues in the village – Parking issues around the School still occur but less of a problem at present. Issues near to LUFC ground/ HMP Wealstun still occur but new arrangements for HMP Wealstun car park facility may limit problems.	NM
378	COMMUNITY PARTICIPATION a. Volunteer recruitment – Agree to recruit volunteers from the community to help around the village. Clerk to put notice in Causeway and PC Newsletter. b. Green Plan – IG’s Green Plan was well received by Cllrs. Agreed that Volunteers will be needed to help shape any agreed plan of action. TAPC to facilitate a meeting of Volunteers, including those already engaged such as members of the Village Society etc.	Clerk IG/SOL
379	MINOR ITEMS and ITEMS FOR NEXT AGENDA a. Marketing and Social Media b. Items for the agenda to be forwarded to the Clerk up to one week before the meeting.	CD
380	CLOSURE There being no further business, the Chairman declared the meeting closed at 9.00pm. The next meeting will be held remotely on Monday 12th October 2020 – 7.00pm – 9.00pm	

Signed

Date.....

Chairman

Appendix 1

Planning Applications			
Application Number	Address	Description	Decision
Ref: 20/03305/FU	19 Northfields, Thorp Arch	Construction of single storey front extension with porch overhang, single storey rear extension, first floor extension above the garage, application of white render to dwelling and alterations to fenestration.	Approved
Ref: 20/00411/FU	The Greenery Garden Centre Unit 9 5 A Thorp Arch Retail Park	Retrospective application for Change of Use from Garden Centre and Car Park (A1) to Indoor Market with Car Park and Car Boot Sale Site (sui generis)	Approved

Ref: 20/04284/L	The Old Smithy, 11 Thorp Arch	Listed Building application for roof repairs, associated demolition and re-building works	Support
Ref: 20/04193/FU	24 Thorp Arch Park	Attached double garage to front/side with porch to front and conversion of existing garage to workshop/garden room with first floor extension above	Refused
Ref: 20/05023/FU	2 Walton Gates, Wood Lane	Change of use of agricultural land to domestic curtilage to facilitate the replacement of the septic tank and installation of a ground source heat pump	Support
Ref: 20/05204/FU/NE	Site at land Off Avenue A Thorp Arch Estate	Variation of condition 9 (Height restrictions) and condition 12 (Opening hours) to previously approved planning application 20/01969/FU	Support
Ref: 20/05389/FU	42 Thorp Arch Park	Single storey rear extension	Support
Ref: 20/05350/FU	26 The Village	New flue, new boundary wall and gate and new porch	Support

Planning Enforcements

Case Number	Address	Date Received by LCC	Current Status (new actions in red)
None			

Other

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