

## **ABERFORD & DISTRICT PARISH COUNCIL**

**Minutes of the Annual Parish Council meeting held on Tuesday 20<sup>th</sup> May 2025.  
Meeting held in the Oriel Room, St Ricarius Church, Main Street, Aberford,  
commencing at 7.15pm.**

### **Present;**

**Councillors:** Sarah Bradley, Nancy Griffiths, Ruth Reed and Chris Taylor.

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

1 member of the public.

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

### **1. Election of Chair 2025 – 2026.**

Councillor Bradley was nominated as Chair by Councillor Reed, it was seconded by Councillor Griffiths.

1a. The Chair duly signed the Acceptance of Office

### **2. Election of Vice Chair 2025 – 2026.**

Councillor Griffiths was nominated as Vice Chair by Councillor Bradley, it was seconded by Councillor Reed.

### **3. To receive apologies and approve reasons for absence.**

No apologies received.

### **4. Review attendance record (May 2024 to April 2025).**

The record of attendance was duly noted.

### **5. Disclosure of Interests.**

No interests declared.

### **6. Minutes.**

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

### **7. Public Participation**

a. A member of the public in attendance as a member of the Bowling Club provided an update concerning agenda item 9.b. The Club had actively been seeking funding to enable them to become self sufficient in anticipation of a lease agreement being agreed with the Parish Council.

b. Ward Councillor comment.

Not in attendance.

### **8. Crime & Security.**

a. The Clerk reported that the latest crime report on the Police.uk website for Leeds North-East, had shown ten crimes were reported for February and March 2025.

There was one involving drugs, one for criminal damage and arson, two vehicle crimes, two public order offences and four violence and sexual offences.

b. The Clerk informed members that the latest PACT meeting would be held on 22<sup>nd</sup> May at the Collingham Memorial Hall.

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

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

d. Community Alert scheme.

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

## **9. Projects.**

a. The process involved for the sponsorship of hanging baskets was proving quite intensive with many hours spent issuing sponsorship forms and payment checking. It was agreed that going forward that the process would need to be simplified and would be considered at a future date.

b. The Chair had attended a meeting with Paul Senior the Leeds CC Parks and Technical Officer concerning the lease proposal with the Parish Council the outcome of which was positive, but as yet no lease had been received. It was agreed that a discussion group would be arranged in July, initially with just Parish Councillors to establish what the cost and implication of having a lease agreement would be, this would be followed with a meeting with Leeds CC to agree the details of the lease and finally with the Bowling Club, to draft an agreement between both parties

## **10. Traffic/Parking issues, Aberford Main Street.**

Nothing to report.

## **11. Correspondence received.**

a. The 2024 playground inspection report had identified several areas of equipment that needed rectifying. Following the work carried out as a result of the report, this year's inspection report was more favourable with mainly low risk items identified resulting in no further action to be taken by the Parish Council.

b. The Clerk informed members that further correspondence had been received from the Liquidators appointed to collect the outstanding balance owed to Pennine Playgrounds Ltd, which had been in dispute due to a breach of contract. The Clerk had prepared a response which had informed the Liquidator of the situation, it was agreed that that the decision taken to not pay the invoice be upheld.

## **12. Planning Matters.**

a. The following applications and appeals were received.

### **Applications**

<b>Planning Application /Appeal Reference</b>	<b>Address</b>	<b>Details</b>
25/01216/FU	Hazelwood House Main Street	Removal of existing rear balcony. Single storey rear/side extensions including formation of a covered external area with glazed first floor balconies to first floor, new doors to rear, associated works to existing rear patio.
25/01679/FU	1 Becca Lane	Replacement of timber door and windows with UPVC windows and door to front; including replacement of one large UPVC window with two smaller windows at ground floor level to rear; one new UPVC side window at first floor level; juliet balcony

		with UPVC glazed doors and glass balustrade to rear; replacement of timber door with UPVC door to side
25/01912/FU Revised plans submitted	Rose Court Main Street	Demolish and rebuild single storey rear extension; enlarge and reposition main entrance with canopy; replacement windows; new first floor side window; rendered walls to match existing; archway link between house/garage to front and air pump to rear.
25/02554/FU/	Providence Cottage Main Street	Demolition of existing outbuildings and timber garage; single storey extension to side, including extended raised patio across front.
25/02505/FU	Hayton House Farm Great North Road	Construction of an energy park comprising 49.9MW solar farm and battery energy storage system (BESS) and associated infrastructure

With regard to planning application 25/02505/FU, it had been noted that Ward Councillor Stephenson had informed the Council that he would be discussing the application with Leeds CC Planning Officers. The Clerk would seek confirmation that Leeds CC Planning had taken into consideration, the traffic impact during construction and that transport routes would be via Junction 44 Bramham Interchange and therefore no access through the village (appropriate signage placed to ensure this and the proposed hours of operation are 07.00am – 19.00pm weekdays and until 16.00pm on Saturday), would be a condition of planning permission being granted.

b. The following decisions and appeals were received and noted.

#### **Decisions**

<b>Planning Application /Appeal Reference</b>	<b>Address</b>	<b>Details</b>
	Home Farm, Parlington Lane	Listed building application for repair and remedial works to internal supports and beams including the erection of a supportive brick pier <b>Approved 03.03.25</b>
25/00706/FU	6 Moule Rise, Garforth	Conversion of integral garage to habitable room; Associated amendments to doors and windows to front and rear.

		<b>Approved 08.04.25</b>
24/07230/FU	Yew Trees, Main Street	Change of use of two barns for use as catering equipment Installation training facilities and staff accommodation; with external and internal alterations including new rooflights windows and doors, AC Unit and flue <b>Withdrawn 15.04.25</b>
24/06956/FU	Land Off Isabela Road (Former Naylor Security Fencing) Garforth	Demolition of existing unit; erection of new office building with associated parking and landscaping <b>Approved 23.04.25</b>
25/01216/FU	Hazelwood House Main Street	Removal of existing rear balcony; Single storey rear/side extensions including formation of a covered external area with glazed first floor balconies to first floor; new doors to rear; associated works to existing rear patio. <b>Approved 06.05.25</b>

### 13. Finance.

a. The report and content of the receipts, payments and balances was **RECEIVED** and agreed for appropriate governance.

b. The bank reconciliations as at 30.04.2025 were **APPROVED**.

c. The following invoices for payment and charges received were **APPROVED**.

Date prepared	May-25			
EFT Type	Details	Net	VAT	Total
BACS	B Riley- Clerk Salary	£472.00		£472.00
BACS	B Riley - Home Allowance /Mileage	£22.00		£22.00
BACS	Hire of Oriel Room, St Ricarius Church	£20.00		£20.00
D/Debit	Giff Gaff - Phone	£6.00		£6.00
BACS	B.Hopper Internal Auditor	£160.00		£160.00
BACS	Range - Stationery	£4.98	£1.00	£5.98
BACS	Zebra Print Ltd	£170.00		£170.00
D/Debit	Unity Bank Charges	£6.00		£6.00
D/Debit	Nat West - Bank Charges	£6.30		£6.30
	<b>Total Payments</b>	<b>£867.28</b>	<b>£1.00</b>	<b>£868.28</b>

d. The Internal Auditor's report was duly noted.

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

f. The Accounting Statements were considered, approved and accepted.

g. Having considered the grant application from Garforth in Bloom, it was agreed to award the grant.

**14. To receive any new information from the Clerk or Councillors and consider for Inclusion on the next agenda.**

Despite several attempts to ascertain information and confirm the allocation details from Festival Republic for the Leeds Festival ticket allocation for Aberford residents, there had still been no response. It was agreed that the application form issue should commence using the allocation details from last year and that they would be available from Friday 30<sup>th</sup> May 2025.

The speed sign on the bridge by the play area on Main Street was once again not working, the Clerk would report it to Leeds CC who in turn would have to contact their lamppost contractor.

It was noted that one of the bridge arches over the Cock Beck was blocked with vegetation, a picture would be provided to the Clerk to report it to the Environment Agency.

**15. Date of next meeting.**

**Resolved;** that the next Parish Council meeting will be on 17<sup>th</sup> June 2025 at the Oriel Room, St Ricarius Church, Aberford.

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

There were no matters discussed that required the exclusion of the public or press.

Signed .....  
Chair Aberford & District Parish Council

Date.....

**The meeting closed at 20.27pm.**