ABERFORD & DISTRICT PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 16th September 2025. Meeting held in the Oriel Room, St Ricarius Church, Main Street, Aberford, commencing at 7.00pm.

Present;

Councillors: Nancy Griffiths (Chair), Graham Bradley, Ruth Reed and Tyler Wilson.

In attendance: Clerk to the Council; Barry Riley.

1.To receive and approve reasons for absence.

Councillor S. Bradley.
The reason for not attending was accepted.

2. Disclosure of Interests.

Councillor G.Bradley declared a Personal Interest in agenda item 6.a.
Councillor G.Bradley declared a Pecuniary Interest in agenda item 10.d.

3. Minutes.

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

4. Public Participation

a. No public in attendance.
b. No agenda items received.
c. No public in attendance.
d. No Ward Councillor in attendance.

5. Crime & Security.

a. The Clerk reported that the latest crime report on the Police.uk website for Leeds North-East, had shown eight crimes were reported in Aberford covering the month of July 2025. These were for criminal damage and arson, drugs, violence and sexual offences and anti-social behaviour.
b. The Clerk confirmed that the next PACT meeting would take place in St Ricarius Church, Aberford on the 25th September 2025 between 18.30-20.00 hrs.
It was noted that the Police had thanked the Parish Council for organising the event.
c. The link for reporting non-emergency crimes or Anti-social behaviour is www.westyorkshire.police.uk
d.Community Alert scheme.
https://www.westyorkshire.police.uk/west-yorkshire-community-alert

6. Projects update.

a. The Clerk (and Councillors), had now received the first draft 'Heads of Terms' licence agreement between Leeds CC and the Parish Council for the land at Parlington Lane used for the Bowling Green. It was agreed that amendments would be required and that the Clerk would consult with Leeds CC Land & Property and agree a final draft.
Subject to the above licence agreement, this may result in the proposed agreement between the Parish Council and the Bowling Club needing to be changed but would be subject to a final agreement between both parties.
Councilllor G. Bradley informed members that the club had received funding from the Ridge Road Energy Community Fund Scheme and that Leeds CC Parks & Countryside would be continuing to maintain the Green till the lease (see comments above), was agreed.

b. Following the removal of hanging baskets this year as there was a problem with the quality, together with Leeds CC advising at the last minute that the Parish Council would have to arrange private watering facilities at our own cost, resulted in the baskets failing. Having given the situation due consideration, the Parish Council has decided that it will not be practical to have hanging baskets in the future and therefore no requirement for sponsorship.
It was further agreed to provide a more permanent alternative such as planters/flower boxes/pollinators in the village, resident costs incurred for sponsorship this year which contributed towards the high cost of watering, will also be used for providing these alternatives. Councillor Griffiths confirmed that she would email or write to all sponsors advising them of the decision.
c. Councillor Griffiths and the Clerk had met with Leeds CC Officers form Parks & Countryside and the Woodland Creation Team to discuss a plan for the provision of an orchard on Jubilee Fields. It was agreed to introduce the Yorkshire variety of heritage fruit trees which would be provided free of charge by Leeds CC and for the Parish Council to maintain them. A plan of the location of the trees would be provided in due course for approval.
d. The Clerk informed members that Councillor S.Bradley had been in negotiation with Leeds Lights regarding the provision of Christmas Lights for this year and had come to an agreement with them on what was to be provided within the budget allocated. The Clerk notified members that Aberford Community Illuminations would be providing funding of £4000 for extra lamp post conversions (in addition to the Parish Council's), that would provide extra illumination to alleviate a couple of black spots, it was agreed to accept the offer. It was also noted that they had been informed that the Parish Council would not fund fireworks this year but would fund the road closure and organise it.

7. Traffic/Parking issues, Aberford Main Street.
The Clerk had noted that Leeds CC Highway Engineers had been present in the village earlier in the day, it was thought this would be for the implementation of the highway's improvements (road humps), in locations on Main Street (information regarding the locations was available from the notices displayed on the lampposts).

8. Correspondence received requiring discussion.
a. Having reviewed the Parish Council's lease agreement and the conditions therein for the use of Jubilee Fields, it was agreed that the Clerk would write to the organiser of the exercise classes held on the grounds, to inform them that continued use would only be allowed if it was not an organised and advertised event and that participants were not charged.
b. Having discussed the requirements of the Parish Paths Partnership scheme (P3), and what the Parish Council are responsible for under the terms of the agreement with Leeds CC PROW (Public Rights of Way), it was agreed that at present it did not have the resources available to deliver what was required (surveys, maintenance and yearly reports). The Clerk would inform them of the decision, but also offer that it would continue to maintain some footpaths (Aberford footpaths 1 and 6 and Lotherton footpath 1) identified in the cutting schedule which had been supplied to them and which was thought to be the Parish Council's obligation.
c. Having reviewed the IT (Information Technology) Policy, it was agreed to adopt it.

9. Planning Matters.
a. The following application was received and noted.
Applications

Planning Application /Appeal Reference	**Address**	**Details**

25/05064/FU	Sturton Grange Farm, Ridge Road, Micklefield.	Variation of condition 1 (temporary time limit) of planning permission 19/05155/FU for the retention of 84 caravans in connection with housing of seasonal workers on an existing soft fruit farm.

b. No decisions or appeals were received.

10. 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 31.08.2025 were **APPROVED..**

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

Date prepared	**Sep-25**			
EFT Type	**Details**	**Net**	**VAT**	**Total**
BACS	B Riley- Clerk Salary	TBC		TBC
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	Currys	£7.49	£1.50	£8.99
BACS	Clear Councils Insurance	£1,528.65		£1,528.65
D/Debit	Unity Bank Charges	£6.00		£6.00
D/Debit	Nat West - Bank Charges	£2.10		£2.10
	Total Payments	**£1,592.24**	**£1.50**	**£1,593.74**

The invoice shown from N.Vickerman Watering, was approved for payment.

d. Having discussed the grant application received from Aberford Bowling Club, it was agreed to award the grant.

e. Following information previously circulated, It was duly noted that there would be an increase to the price and changes made to the Parish Council's web hosting service.

f. Having discussed the request for a donation for a Poppy Appeal wreath, it was agreed to award the donation.

11. Information from the Clerk or Councillors.

Following notification received from Leeds CC Bridges Section that they would be completing vegetation removal from around the structure of the footbridge, it was noted the work had been done to the water outlet, but the request from the Parish Council to remove some of the undergrowth from the adjacent upstream and downstream banks of the footbridge, had not been undertaken.

12. Date of next meeting.

Resolved; that the next Parish Council meeting will be on 21st October 2025 in the Oriel Room, St Ricarius Church, Aberford.

13. 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 …… Date…….
Chair Aberford & District Parish Council

The meeting closed at 8.37pm.