

ABERFORD & DISTRICT PARISH COUNCIL

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

Present;

Councillors: Sarah Bradley (Chair), Graham Bradley, Nancy Griffiths, Ruth Reed, and Tyler Wilson.
Clerk to the Council; Barry Riley.
3 members of the public.

a. The co-option of candidate Chris Ibbotson was confirmed, he duly signed the Acceptance of Office, which allowed him to take a full part in the meeting. The Clerk would inform the Leeds CC Electoral Services and arrange for a Parish Council email address.

1.To receive and approve reasons for absence.

No apologies received.

2. Disclosure of Interests.

Councillor G.Bradley declared a Personal Interest in agenda item 6.a.
Councillor Ibbotson declared a Personal Interest in agenda item 6.a.

3. Minutes.

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

4. Public Participation

- a. A member of the public commented on agenda item 7. He asked if the proposed follow up meeting in late November to confirm the Leeds CC design proposals for traffic calming (see minute 7. 18th November 2025), had taken place. He was informed it had not and was advised to send an email that he had prepared concerning the matter to Nick Hunt the Leeds CC Traffic Engineering Manager.
- b. No agenda items received.
- c. It was noted that members of the public may not speak at any other time during the meeting unless invited to do so by the Chair.
- 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 two crimes were reported in Aberford covering the month of October 2025. These were for violence and sexual offences and anti-social behaviour.
 - b. The Clerk informed members that the next PACT meeting would be on Thursday 18th December 2025, starting at 6.30pm and being held at Wetherby Police Station.
 - 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>
- It was noted that an email alert received, concerned the arrest of a drug driver in Aberford by Police Officers from Wetherby and Harewood NPT who had been conducting a traffic operation in the Aberford area. Also reported were a number of vehicles stopped for speeding offences.

6. Projects update.

- a. There was still no further information to that stated at the last meeting between the

Parish Council and Leeds CC concerning the Bowling Club (see minute 6. 18th November 2025). The Clerk was asked to seek an update and ensure all participants taking part were copied into the email which would be sent to Leeds CC Land & Property and the Parks departments.

7. Traffic/Parking issues, Aberford Main Street.

See minute 4.a.

8. Correspondence received requiring discussion.

The Clerk commented on the invitation received from the Harewood Ward Councillors, to meet the Leeds CC Chief Executive at Lotherton Hall the following day. The invitation had been received after the agenda was issued which had not allowed for sufficient time to discuss it, but the Clerk confirmed he would be able to attend on behalf of the Parish Council.

9. Planning Matters.

a. The following applications and appeals were received and noted.

Applications

Planning Application /Appeal Reference	Address	Details
25/06451/LI	Wakefield Lodge Aberford Road	Listed building application for replacement of 8 timber windows
25/06591/LI	Home Farm Parlington Lane	Listed building application for replacement of windows and doors.

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

Decisions

Planning Application /Appeal Reference	Address	Details
25/04252/LI	Hook Moor Lodge South Great North Road	Listed building application for repair and replace all of the windows. Approved 25.11.25
24/04084/FU	The Garden House Becca Park Becca Lane	Demolition of existing dwellinghouse; erection of one new detached dwellinghouse with new driveway, parking, vehicle access, and associated landscaping; removal of the existing entrance and driveway. Approved 28.11.25

10. Finance.

a. The report and content of the receipts, payments and balances were received and **APPROVED** for appropriate governance.

b. The bank reconciliations as at 30.11.2025 were **APPROVED**.

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

Date prepared	Dec-25			
EFT Type	Details	Net	VAT	Total
BACS	B Riley- Clerk Salary	£488.17		£488.17
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	Leeds CC	£8,836.00	£1,767.20	£10,603.20
BACS	Leeds CC	£2,656.00	£531.20	£3,187.20
BACS	Autela Payroll Services Ltd	£70.00	£14.00	£84.00
D/Debit	Unity Bank Charges	£6.00		£6.00
D/Debit	Nat West - Bank Charges	£4.35		£4.35
	Total Payments	£12,108.52	£2,312.40	£14,420.92

The Clerk presented an invoice from the Yorkshire Office Group for printer ink, which was not on the payment list as it was received late, it was agreed that it be paid prior to the next meeting, as it would assist with the budget discussion (see minute 10.d). d. It was agreed that a discussion group would meet on Wednesday 08th January 2025 at 11.00am, to discuss the setting of the precept and financial budget for next year. Councillor S.Bradley offered the use of her premises for the group to meet, she was thanked for providing a venue.

11. Information from the Clerk or Councillors.

The Clerk was asked to contact Savills plc following their attendance at the previous meeting (see minute 4.c. 18th November), to obtain a map of permissive routes within the Parlington estate.

There was a requirement from the Hook Moor Wind Farm panel for the Parish Council to be represented, in order for local grant applications to be given the appropriate consideration, Councillor S.Bradley and Councillor Griffiths agreed to be on the panel.

All in attendance were reminded that the last Community Café of the year was taking place on Friday 19th December.

12. Date of next meeting.

Resolved; that the next Parish Council meeting will be on 20th January 2026 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
Chair Aberford & District Parish Council

Date.....

The meeting closed at 7.46pm.