



Draft Minutes of the Ordinary Meeting of Walton Parish Council held on Monday 7th July 2025 at 7.30pm at Walton Village Hall.

Present: Cllrs Richard Prudhoe, Ed Kilby, Siobhan Riley, Mark Wake. Cllr David Aspland arrived at 19:44.

The meeting was Chaired by Cllr Prudhoe.

Apologies: Cllr Edward Simpson

In attendance: Deborah Marshall (Clerk to the Parish Council).

Guests: Ward Cllrs Alan Lamb, Norma Harrington and Penny Stables.

Three members of the public were in attendance.

25.025	Apologies
i.	To receive apologies for absence
	Apologies had been received from Cllr Simpson.
ii.	To approve any reasons for absence submitted for consideration
	Resolved: That the apologies and the reasons for absence be accepted.
25.026	To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-17 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest in accordance with paragraphs 18-20 of the Members' Code of Conduct.
	None.
25.027	Public Open Forum
	A representative from Shires Farm Shop development attended the meeting. The conditions of the site are being worked through. Archaeologists have been consulted following a find on site by a metal detectorist. The ground is being tested in preparation for the road and the connection has been made to the main sewer. A lot of debris was found in the sewer and it has been flushed by Yorkshire Water. The shop is expected to open Easter 2026.
25.028	Ward Councillor Update
	<ul style="list-style-type: none"> • Cllr Lamb said information is still awaited by the Leeds Planners on the pre-commencement conditions for Shires Farm Shop. • A response had been received from Highways on the proposed closure of Springs Lane. It will not be possible for this to go ahead. The next Thorp Arch and Walton Highways meeting will take place on Tuesday 7th October. • The Leeds Local Plan Consultation will take place between 7th July and 15th September. Cllr Harrington is looking to organise a NE Town and Parish Forum to discuss the plan. • Speed roundels and dragons teeth road markings will be made at the 20mph entry points and at the speed cameras in the village.
25.029	Approval of Minutes
i.	To accept the minutes of the Annual Meeting of the Parish Council held on 1st May 2025 as a true and accurate record.

	Resolved: That the minutes of the Annual Meeting of the Parish Council held on 1 st May 2025 be accepted and approved as a true and accurate record.		
ii.	To accept the minutes of the Extra Ordinary Meeting of the Parish Council held on 22nd May 2025 as a true and accurate record.		
	Resolved: That the minutes of the Extra Ordinary Meeting of the Parish Council held on 22 nd May 2025 be accepted and approved as a true and accurate record.		
25.030	Police Matters: to consider the most recent crime report		
	The June crime report had been circulated prior to the meeting. There has been a slight reduction in the number of crime reports in June. The number of residential burglaries has reduced by 50% and commercial burglaries by 66.6%. There has been an increase in ASB reports. This can be linked to the warmer weather, and is similar to other ward areas.		
	Resolved: That the June crime report be noted.		
25.031	Finance		
i.	To approve Bank Reconciliation Statement as at 30 June 2025		
	Resolved: That the Bank Reconciliation to end of June 2025 be approved. Closing bank balances totalled £24,230.93.		
ii.	To note payments against budget for the current financial year		
	Resolved: That the payments YTD against budget for the financial year 2025-26 be noted.		
iii.	To consider the following payments for approval:		
	Deborah Marshall	Clerk Salary July and August	£398.22
	ICO	Annual Data Protection Fee	£47.00
	HMRC	PAYE Q1	£146.20
	Kompan	June Playground Inspection	£72.00
iv.	To note payments made since the last meeting		
	Lloyd’s Bank	Bank Charges	£8.50
v.	To note receipts since the last meeting		
	Lloyd’s Bank	Savings Interest	£22.50
	Resolved: That the above payments be approved and the receipts be noted.		
25.032	To consider the adoption of a Parish Council IT Policy		
	A draft IT policy was circulated prior to the meeting to meet the requirements of the 2025 Smaller Authorities’ Proper Practices Panel (SAPPP) Practitioner’s Guide.		
	Resolved: That the IT Policy be adopted and published on the Parish Council’s website.		
25.033	Planning		
i	To consider any planning applications received		
	25/02710/FU	Land Adjacent To Pinewood, Hall Park Road	
	Construction of detached two storey dormer bungalow and double garage with associated hard and soft landscaping		
	Resolved: That the Parish Council has no objections.		
ii	To receive an update on any open planning applications		
	<ul style="list-style-type: none">• Application 25/02578/FU – 1 Wetherby Road has been refused• Application 25/01941/FU- Walnut Farm is still under consideration by the Leeds Planners.• Application 25/01661/FU- Fox and Hounds Pub and associated holiday lets has been approved. The pub is expected to reopen in mid-August for drinks, with food following in September.		
iii	To receive an update on drainage issues on Hall Park Road		
	Cllr Prudhoe attended a meeting with Brodie Clark. A meeting date is still being awaited with Yorkshire Water. The drains have been cleared this week with a lot of debris, such as plastic bags found in the sewer. It is thought these may be entering the sewer through the open ditch alongside School Lane. Cllr Prudhoe agreed to raise this with Yorkshire Water.		
iv	To consider the Leeds Local Plan Consultation		

	The consultation will take place between Monday 7th July to Monday 15th September 2025 with a drop-in at Wetherby library on Thursday 24 th July 3pm to 7pm. It was agreed the Parish Council would consider the plan over the coming weeks and agree a response at the Parish Council meeting on 1 st September.
25.034	Highways
i.	To consider the Planned Highway Maintenance Programme 2026/27 to 2030/31
	The plan was circulated prior to the meeting. There are no planned Highways works for Walton within the next five years.
ii.	To receive any updates on highways improvements
	Nothing to report.
25.035	Playground
i.	To consider the June playground report
	The June playground report was circulated prior to the meeting. All items were found to be low risk. The next inspection will be in September.
	Resolved: That the report be noted.
25.036	Cycle Path
i.	To receive any updates on the Cycle Path
	Nothing to report.
25.037	Village Hall
i.	<p>Cllr Wake provided an update. Wedding bookings continue to be strong with two weddings booked for 2027. The hall was booked for its first all-day business event and there is now a regular yoga class. Plans for the annual bonfire are now underway and this will take place on Saturday 1st November. The Biffa Grant application has been made for £55,000 to replace the roof slats and tiles and undertake the external repointing. The VHMC has two new members, Cllr Siobhan Riley from Walton Parish Council and Cllr Ernest Sugier from Thorp Arch Parish Council.</p> <p>Resolved: That the update be welcomed.</p>
25.038	Correspondence and future issues
i.	Matters arising from the minutes of the 1st May and 22nd May 2025 meetings
	None.
ii.	To consider correspondence received by the Clerk since the last meeting
	The list of correspondence was circulated prior to the meeting.
	Resolved: That the correspondence be noted.
iii.	To receive minor items (matters about which no decision can be taken at this meeting) and to notify the Clerk of items for inclusion on the agenda of the next meeting.
	None.
25.039	To confirm the date of the next meeting
	Resolved: That the date of the next meeting will be Monday 1 st September at 7.30pm at Walton Village Hall.
Closure	With no further business the Chairman declared the meeting closed at 20:37.

Signed_____

Date_____