

## **Thornley with Wheatley Parish Council**

### **Minutes of the Parish Council Meeting held on Monday 4 August 2025 commencing at 7.00 pm at Thornley Old School, Thornley with Wheatley**

**Present:** Cllr M Hayhurst (Chairman)  
Cllr P Hallett (Vice-Chairman)  
Cllr G Airey (Responsible Financial Officer)  
Cllr C Ansbro (Clerk)  
Cllr H Roper

#### **25.8.01 Apologies for Absence** There

were no Apologies for absence.

#### **25.8.02 Declarations of Interest**

Cllr. Roper declared an interest in Agenda item 5 and Cllr. Airey declared an interest in Agenda item 14 a)

#### **25.8.03 Minutes of the Annual Parish Council Meeting held on 12 May 2025**

The Minutes of the Annual PC meeting held on 12 May were approved and signed by the Chairman.

#### **25.8.04 Issues brought to the meeting by Members of the Public**

There were no issues brought to the meeting

#### **28.8.05 Update on enquiries about the lease of the land surrounding Thornley School**

As he had declared an interest, Cllr. Roper was not involved in the discussion or subsequent voting on this item

The Chairman explained that following questions from some local residents at the May 2025 Parish meeting regarding the lease agreement, rental income and possible sale of the land owned by the Parish Council, the PC had agreed to seek professional advice from an independent valuer. The valuer had visited the site and provided a report which all Councillors had seen. The valuer's opinion, based on the area of mowable land with the remainder being rougher land capable of marginal grazing was that a reasonable rent would be £595 per annum. This increase in rental could be applied in 3 years time when the rent was due to be reviewed. However, the tenant (Harry Roper) has offered to accept the uplifted rental from the next rental payment date in February 2026.

The Chairman asked for a show of hands on whether the PC should accept the valuer's opinion regarding the rent. All four Councillors agreed it should be accepted.

The valuer had also provided his opinion regarding the capital value of the land taking into account the tenancy in place as being £57,000.

The Parish Council recognises that the land is a valuable asset to the Parish and under the Agricultural Holdings Act 1986 there is a tenanted tie on it. The land also provides the PC with easy access to the septic tank which serves the School, it provides an option if needed in the future to move the entrance to the School yard/parking area and there is also a recently agreed Wayleave agreement in place with TCS regarding cabling for broadband.

The Chairman asked for a show of hands on whether the PC should retain the land. All four Councillors agreed that the land should be retained.

**RESOLVED** to accept the valuer's opinions submitted in his report. To increase the rent to £595 from February 2026. To retain the land.

**Action - Parish Clerk (to formally notify the tenant of the PC's proposal regarding the uplift in rental)**

#### **25.8.06 Clerk's Report**

The information provided in Clerk's report was noted. The reference to "dilapidation of a Grade II listed structure" would be discussed further on in the Agenda.

Further to item 1 d) in the report, the Clerk explained that a further email had been received from the Forest of Bowland National Landscape stating that the plaque in respect of the landmark tree had been received. The Project Officer was suggesting a photo opportunity when she brought it to the PC. This will be arranged at an appropriate time.

**Action - Parish Clerk**

#### **25.8.07 Accounts**

a) Transaction statements (Business Current and Business Reserve Accounts) and Excel Spreadsheets showing expenditure details were reviewed and agreed as correct. The RFO explained that, as previously agreed by the PC, £3000 had been transferred from the Reserve Account to the Current Account and this amount plus £500 allocated in the current budget had been paid to Thornley Community Space as a contribution to the replacement of the Heritage windows in the School building. Cllr. Hallett signed the Statements and supporting Spreadsheets.

b) The Chairman checked off and signed the following invoices which had been paid prior to the meeting; Zurich Municipal £196 (renewal of insurance premium); Chipping Parish Council £130 (share of contribution to War Memorial upkeep). He also signed for payment the invoice from TCS (£25) in respect of hire of the School for the PC meeting this evening

As the next meeting of the PC is scheduled to be held in November 2025 Councillors have an agreement to allow delegated powers to the RFO/Clerk to approve any urgent payments and to the Chairman to deal with any urgent items of business, all of which would be reported at the next meeting.

c) The Parish Clerk confirmed that all required documents had been posted on the Website, the Certificate of Exemption had also been emailed to the External Auditors and the Notice of period for the exercise of public rights had been posted on the Website and PC noticeboard for the period 3 June 2025 to 14 July 2025. No enquiries had been received from anyone interested in inspecting the AGAR and related documents.

d) The Parish Clerk reported that she was having spooler problems with the office printer and the print quality fluctuated. The printer was purchased in 2019 and was no longer supported in respect of maintenance. Councillors discussed options available as a replacement printer. The Clerk will do some research with regard to suitable makes and models and report back to the PC.

**Action - Parish Clerk**

#### **25.8.08 Response from Highways Authority regarding concerns raised by Residents at the Annual Parish Meeting to note and decision on how PC related items reported in the Thornley with Wheatley Times are dealt with**

The Parish Council was aware that there was an article in the June 2025 edition of the Thornley with Wheatley Times newsletter which referred to discussion at the May 2025 Annual Parish meeting. One issue raised at the meeting was regarding the 60 mph national speed limit on Chipping Road. Unfortunately, the producers of the newsletter did not refer to the Parish Council having written to Highways Authority following the May 2024 meeting, where this issue had first been raised, and that the response from Highways had been read out at the May 2025 Parish meeting.

As a result of the request from Parishioners at this year's Parish meeting, the PC had again written to Highways with the concerns expressed. The response from Highways stated *"As with any road with a predominantly rural aspect and without a system of streetlights, the speed limit here defaults to 60 mph. We expect drivers to understand that the speed limit is just that, an absolute limit, not a target and that they may need to drive more slowly depending on the conditions they find"* The response further states, *"Given the excellent safety record and extremely good overall adherence to the speed limit, we are not proposing any new safety interventions here."*

The full response from Highways is attached to these Minutes and has been posted on the PC's website and on its noticeboard.

The PC has been unable to confirm who produces the Newsletter as it appears they wish to remain anonymous.

### **25.8.09 Deterioration of Grade II listed structure (mounting block) in Thornley with Wheatley**

The Clerk reported that she had contacted Historic England for advice following an email from a member of the public regarding the deterioration of the mounting block listed as “on the roadside North East of Higher Birks Farmhouse”. Historic England’s response indicated that the repairing liability of any structure may vary depending on who owns it and whether or not anyone else has any management responsibilities.

The Chairman agreed to contact the house owners to ask if they had any further knowledge/information and report back to the PC.

**RESOLVED** – to contact the house owners for any further knowledge/information and report back to the PC

**Action - Chairman**

### **25.8.10 Declaration of Interest Forms**

Councillors reviewed their Declaration of Interest forms completed on appointment. No changes were required.

### **25.8.11 Update re the amended Practitioners Guide 2025 requirements**

- a) Assertion 10 - 1.47 Digital and data compliance – email compliance – every authority must have a generic email account hosted on an authority owned domain.

The PC considered the action needed to be able to meet this requirement. It was agreed that a gov.uk email address would be required for the Clerk. The Clerk provided details from a company who may be able to set this up free of charge.

**RESOLVED** to further explore the setting up of a gov.uk email address for the Clerk and possibly all Councillors (to determine if there would be any cost implications) and report back to the PC

**Action - Parish Clerk**

- b) 5.124/125 Adoption of a Data Protection Policy - ICO Model Publication Scheme for adoption and requirement for a Data Protection Officer

It was noted that under Section 7 of the DPA 2018, Parish Councils are exempt from the requirement to appoint a Data Protection Officer.

**RESOLVED** to adopt the ICO Model Publication Scheme circulated with the Agenda and to register with the Information Commissioners Office

**Action - Parish Clerk**

- c) 5.122 Draft IT Policy for adoption

**RESOLVED** to adopt the IT policy circulated with the Agenda

d) 5.123 Website accessibility - accessibility statement

**RESOLVED** to draw up an accessibility statement for posting on the Website to include how to source alternative copies of non-accessible documents and a point of contact

**Action - Parish Clerk**

**25.8.12 LALC Agenda for meeting on 26 March 2025, Minutes of meeting held on 29 January 2025, Agenda for LALC RV Area Committee meeting on 9 July and Minutes of meeting held on 28 May**

The Agendas and Minutes were noted.

**25.8.13 Parish Councils' Liaison Committee – Minutes of meeting held on 10 April and Agenda for meeting on 19 June 2025**

The Agenda and Minutes were noted.

**25.8.14 Planning Applications and any updates**

**a) Outline application for the proposed erection of a farm worker's dwelling with access applied for (all other materials reserved) Thornley Hall Farm No 3/2025/0289**

In order to meet consultation timescales the above application has been considered by Councillors via email. Cllr Airey had expressed an interest in this application and had therefore not been invited to comment. The Application has been put on the Agenda to confirm that Councillors had no issues with this application. RVBC Planning Department has been notified accordingly.

**25.8.15 Date and Time of Next Meeting – Monday 10 November at 7 pm in Thornley School**

The meeting closed at 8.45 pm

**Signed by the Chairman at the meeting held on 10 November 2025**