



Alwoodley Parish Council
Clerk: Jennifer Walper Roberts
Alwoodley Community Centre
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13 April 2026

Draft Minutes

Present

Cllr Jordan (Chair)
Cllr Dickinson
Cllr Pritchard
Cllr Downes
Cllr Jennings
Cllr Hainsworth

Approved as a true and accurate record
by

06/07/2026

Apologies

Cllr Towns
Cllr Wright
Cllr Buckland

Period of Public Participation.

Representatives from Emmerdale spoke about plans for that site.

A representative from Leeds Rhinos Foundation spoke about a grant application

Minutes

2627/1	Recording of Meeting The Chair reminded all present of the Council's policy regarding the audio or visual recording of the meeting.
2627/2	2627/2: Apologies for Absence Apologies were received and recorded. The Council considered and approved the reasons for absence given by councillors.
2627/3	Declarations of Interest and Dispensations No applications for dispensation or declarations of interest under the Code of Conduct were received.
2627/4	Minutes Resolved: The minutes of the Parish Council Meeting held on 2 March 2026 were confirmed as a true and correct record.
2627/5	Election of New Chairman of the Parish Council Following the resignation of Cllr Keith White, the Council elected Cllr Jordan as new Chair of the Alwoodley Parish Council.
2627/6	2025/2026 Audit 1. RESOLVED that the Internal Audit Provider, TPC Audit Service for the 2025/2026 Audit Year is independent, competent and that the scope of the Internal Audit is in accordance with the Accounts and Audit Regulations 2015.

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	5. Restatement of Accounts (2024/25): The RFO presented the "Explanation of Restatement" report. 6. Resolved to approve the restated 2024/25 AGAR figures. 7. Resolved to authorise the Chairman and RFO to sign the restated Section 2, with original figures crossed through and new figures written above as required. Signed restated Accounting Statements for 2024/2025. 8. Grants: The Council Considered and approved a grant application from the Leeds Rhinos Foundation for £2500. Clerk advised that this would be paid from S137. 3. The Council noted the report from the Clerk about the administrative error in relation to the precept and agreed no further action was required.
2627/9	To receive information on the following ongoing issues and decide further action where necessary 1. Adult Exercise Equipment. The Council noted that the Clerk has reached out again to LCC to finalise the handover. 2. The Council noted the update from the Clerk about responses to the survey about next year's leadership, liaison and committee roles. 3. The Council noted information on criteria for applying for bronze award under the National Local Council Award Scheme, specifically that that Alwoodley Parish Council is only missing a training and development plan, plan for the year, and inventory of training). a. RESOLVED to approve to Training and Development Policy with amendments to change Chairman to Chair and to complete incomplete line about providing councillors with standing orders. b. The members present were given a hard copy of the Training and Development inventory and needs assessment (handout) and the Clerk agreed to send it electronically to members not at the meeting or upon request, via these minutes. Councillors to complete their inventory and needs assessment and send to Clerk by 30th April. c. Resolved to adopt an Action Plan for 2026/2027, for Clerk to populate template with budget items and send to working groups/committees to populate for approval at the Annual Meeting. 4. The Council noted that the Footpath through Gair Woods, further connecting up the Meanwood Valley Trail between Adel Woods and Golden Acre Park is open to the public as of 2nd April 2026 and the Parish Council was invited to attend the opening of this footpath. Cllr Wright attended on behalf of the Parish Council.
2627/10	Matters requested by councillors 1. Noted that a WhatsApp Policy will be added to the May Agenda
2627/11	To receive and consider for decision any recommendations from the Council's Committees/Working Parties: 1. Staffing Panel a. Date set for Clerk's annual appraisal, 29th May at 12pm 2. Planning Committee. a. Resolved to approve Planning Committee comments on planning applications: i. 31 Sandmoor Drive - Comments ensuring that light and noise from new court not a disturbance, noting hours of application. Ensuring it remains private use only. ii. 137 Alwoodley Lane – Planning Committee expresses concern about over-development of the plot noting previous works. Looking for assurances correct environmental procedures being adhered to particularly regards trees. 3. Environment, Sustainability and Biodiversity Working Party a. Cllr Wright initiated conversations with footpath officer about Footway to Golden Acre Park

	4. Appeals Committee a. None 5. Communications and Engagement Working Party a. Council provided feedback to include Councillor Vacancy in Draft newsletter b. Resolved to approve quote for £1120 + VAT for printing c. Updates provided to Council on the 21st June event. i. Clerk to research law about about company sponsorship. ii. Cllr Dickinson reported back on information from Cllr Dickinson about recent community engagement training.
2627/1 2	Update from the Ward Councillor regarding Emmerdale application, election and precept advice.
2627/1 3	Correspondence received: - Email from resident informing Parish Council of overgrown garden causing damage to her mother's property. The Clerk cc'd the Ward Councillors and the Parish Ranger, and advised resident to register complaint via LCC channels. - One email received from resident enquiring about the activities of the Parish Council funded by the precept.
2627/1 4	To notify the clerk of matters for inclusion on the agenda of the next meeting - Noted that Ward Councillor report to be moved earlier in future agendas.
2627/1 5s	Noted the date of the next meeting is Monday 11 th May – <i>Annual meeting at 7pm start, APC Meeting at 7:30PM</i>

The meeting was closed at 9:15pm.

*Note this agenda all papers listed above can be found here:

<https://www.alwoodleyparishcouncil.gov.uk/document/alwoodley-parish-council-meeting-agenda-13-april-2026/>