

Minutes of the ordinary meeting of Darrington Parish Council Meeting held Thursday 13 January 2022 at DARRINGTON READING ROOMS, PHILIP'S LANE, DARRINGTON, PONTEFRACT WF8 3BH

Present:

Councillor M. Britton (MB) (Chairman), Councillor P. Stainer (PS), Councillor A Tagger (AT),
Councillor V. Stones (VS), Councillor L. Thompson, Mrs J. Jones (JJo)

In Attendance

Councillor D. Jones (DJ), 2 Residents

Action

1. Visual Recording of Meeting

NOTED the Council's expectations for the visual recording of the meeting and published, updated Government COVID regulations.

2. Public Forum

2.1 **NOTED** a written complaint received from a resident in respect of the quality of the Christmas tree put up for the festive season and **RESOLVED** that a response would be prepared on behalf of the Council and sent to the resident. **MB**

2.2 **RECEIVED** a request from a resident present at the meeting, to support the residents of Southern Croft's application to Wakefield Council, to finance the conversion of their front gardens into parking.

RESOLVED that Councillor David Jones would engage with the relevant authorities on the residents' behalf on receipt of an email from the resident at the meeting.

3. Apologies

To note apologies and approve reasons for absence

NOTED apologies from Mr. George Ayre.

3.1 To receive resignation of Councillor P. Stainer as Councillor and Responsible Financial Officer

RECEIVED and **NOTED** resignation of Councillor P. Stainer with effect from 31 March 2022.

THANKED Councillor P. Stainer for his hard work and commitment to the Council over the years.

4. Declarations of Interest

- 4.1 To note any declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests

No further declarations made.

- 4.2 To receive, consider and decide upon any applications for dispensation

None received.

5. Minutes of Previous Meeting

To Approve minutes of the ordinary meeting of Darrington Parish Council held on 9 December 2021

RESOLVED to **APPROVE** said minutes as a true and accurate record of the ordinary meeting held on 9 December 2021.

6. To receive information on the following ongoing issues:

- 6.1 To receive feedback regarding the number of Councillors required to attend meetings to form a quorum

RESOLVED that no further action is required.

- 6.2 To receive feedback regarding the speed surveys review

NOTED that Councillor V. Stones was working her way through the survey and would provide feedback at the next meeting **VS**

- 6.3 To receive feedback on progress with delivery of limestone chippings

RESOLVED that no further action is required at this time, but that this would be picked up again during late Spring.

- 6.4 To receive feedback in respect of discussions with potential Parish Council clerk

RESOLVED that feedback would be provided at the next meeting. **JJo**

- 6.5 To receive feedback regarding testing of Christmas lights once taken down

RESOLVED that no further action is required.

- 6.6 To receive confirmation of formalisation of contract with Nick Dyas

RESOLVED that this would form part of the governance section of the meeting.

6.7 To receive feedback as to whether the Council could participate in the Queen's Jubilee via the Darrington Primary School or Village Field Committee

NOTED that the Village Field Committee would be very happy to receive a tree donated by the Council, but that it would need to be a sizeable tree to avoid it being damaged.

NOTED further that the school would also be delighted to receive trees donated by the Council.

6.8 To receive confirmation that annual precept request was being attended to

RESOLVED that no further action is required.

6.9 To receive confirmation that invoices were sent to Darrington Golf Club and Darrington Hotel

RESOLVED that no further action is required.

6.10 To receive feedback regarding training with YLCA, to better understand the GDPR responsibility for parish councils

RESOLVED that this would form part of the governance section of the meeting.

7. Correspondence

7.1 To consider and decide upon hanging baskets for communicating to Wakefield Council (Katherine Davison)

RESOLVED that the action would be taken under 7.2 below.

7.2 To consider and decide upon ordering of summer hanging baskets (First Impressions)

APPROVED the quotation received from First Impressions.

Further **RESOLVED** to engage with the service provider in respect of the order, the information being provided to Wakefield Council and the payment. **JJo**

7.3 To note date for YLCA Wakefield Branch meeting – Thursday 24 February 2022

RESOLVED that Councillor L. Thompson would attend on the Council's behalf. **LT**

7.4 To note correspondence received after publication of agenda

7.4.1 **NOTED** correspondence received from A-one+ in respect of additional maintenance work to be carried out on the A1 motorway.

7.4.2 **NOTED** a consent form received from the YLCA, offering councillors the opportunity to be added to the YLCA's communication distribution list.

7.4.3 **NOTED** correspondence received inviting the parish to participate in the lighting of a local beacon to celebrate the Queen's Jubilee.

RESOLVED to forward to the landlord of the Spread-Eagle pub, should he wish to participate. JJo

8. Finance

8.1 To approve accounts for payment during January 2022

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
13.01.22	60-2122	Cheque 907	Fiona Smith	Parish Council Website	137.59	-
13.01.22	61-2122	Cheque 908	Pink Spaghetti	Preparation of minutes and clerk duties	255.00	-
13.01.22	62-2122	Direct Debit	Public Works Loan Board	Loan payment	1,104.17	-
13.01.22	63-2122	Cheque 909	Carter and Jackson	Printing of newsletters	104.00	-
13.01.22	64-2122	Cheque 910	Avril Jackson	Gardening/maintenance - Plants	117.50	-
				TOTAL	1,718.26	-

8.2 To note payments authorised for payment during December 2021

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
09.12.21	53-2122	Cheque 898	Mick Britton	Rock Salt for village salt bins	20.00	3.33
09.12.21	54-2122	Cheque 897	Paul Stainer	4000 Standard Dispenser Bags	165.54	27.59
09.12.21	55-2122	Cheque 899	Mick Britton	Materials for Christmas tree erection	23.96	3.99
09.12.21	56-2122	Cheque 900	Pink Spaghetti	Preparation of minutes and clerk duties	280.50	-
09.12.21	57-2122	Cheque 901	D Dyas	Gardening/maintenance	128.00	-
09.12.21	58-2122	Cheque 902	Avril Jackson	Gardening/maintenance - Plants	12.00	-
09.12.21	59-2122	Cheque 903	Avril Jackson	Gardening/maintenance - Plants	30.00	5.00
				TOTAL	660.00	39.91

NOTED no income during December and closing balance on 31 December 2021 of £23 139.92.

RESOLVED to settle all above accounts with immediate effect.

8.3 To receive a bank reconciliation and budget comparison to 31 December 2021

RESOLVED further to approve the bank reconciliation statement to 31 December 2021 and full year forecast to the end of the financial year.

8.4 To consider and approve budget for 2022/2023

NOTED and **APPROVED** the final proposed 2022/2023 budget.

9. To consider planning applications received

9.1 Darrington Parish Council **CONSIDERED** the under-mentioned applications, received from Wakefield Council and reached the decision shown:

CYC Reference	Address/Description	Darrington Parish Council Decision
19/01238/NMC02	Trinity Farm/Amazon UK Services Ltd – Nonmaterial amendment to approved application	No objection
21/02945/ADS	Cedar Hurst, Estcourt Road – Prior approval for enlargement of a dwellinghouse by construction of an additional story	No objection
21/02996/FUL	2 Wentworth Park Rise – Single storey rear extension	No objection
21/03056/FUL	15 Estcourt Drive – First floor extension to side and balcony to rear	No objection

10. To receive information on finalised planning applications

10.1 Darrington Parish Council **NOTED** the under-mentioned application decisions made by Wakefield Council:

CYC Reference	Address/Description	Wakefield Council Decision
21/02035/FUL	Darrington Hall – Erection of 1 no. detached four-bedroom dwelling	Application Withdrawn

11. Reports – School, Police, Gardening Club, Village Field, Newsletter

11.1 To consider school report

NOTED a successful start to the school year.

11.2 To consider police report

NOTED the crime statistics report received for the month of November 2021, reflecting 17 incidents in Darrington for the month.

RESOLVED that residents should be encouraged to report any incidents as-and-when they arise, as reporting impacts on the funding and officers allocated for the village during each budget year.

11.3 To consider gardening club report

NOTED significance attendance at the last meeting and the plan for the gardening club to participate in the Queen's Jubilee.

11.4 To consider village field report

NOTED that planning was ongoing in respect of the Feast and Fayre to be held in June.

11.5 To consider the newsletter report

RESOLVED that the next newsletter would be distributed at the end of March.

12. Governance matters

12.1 To nominate and appoint new Vice Chair

RESOLVED that Councillor L. Thompson be appointed the Darrington Parish Council Vice Chair with effect from 13 January 2022.

12.2 To consider and decide upon council election brochure and distribution

RESOLVED to print and distribute the brochure as a matter of priority, subject to the required wording changes. **JJo/VS
AT/LT**

12.3 To consider and decide upon proposal for GDPR service

RESOLVED that the cost to outsource the hosting of council data and GDPR responsibilities is too high for the council to absorb in the precept. **JJo**

RESOLVED further to purchase a council-owned-and-accessible Microsoft package to move all council data to this secure location. **JJo**

Finally, **RESOLVED** that Councillor L. Thompson be the council-appointed Data Protection Officer (DPO).

12.4 To consider and decide upon governance update plan

APPROVED the review of all statutory requirement policies for review and adoption by the council.

RESOLVED that the policies would be updated and distributed for review by 27 January 2022, 2 weeks prior to the next meeting. **LT/JJ**

13. Matters requested by Councillors

13.1 Defibrillator

NOTED that there appeared to be no electricity feeding into the defibrillator box and **AT/VS**
RESOLVED to liaise with the agreed electrician to test for a current.

14. Matters for inclusion on the agenda for the next meeting

None received.

15. Date of Next Meeting

It was **RESOLVED** that the next ordinary meeting of Darrington Parish Council would be Thursday 10 February 2022 at 7pm at Darrington Reading Rooms.

Meeting closed at 20h53.