

Minutes of the ordinary meeting of Darrington Parish Council held
Thursday 14 December 2023 at DARRINGTON READING ROOMS,
PHILIP'S LANE, DARRINGTON,
PONTEFRACT, WF8 3BH

Present Cllr L. Thompson (Chair) (LT), Cllr J. Cox, Cllr F. Gray (FG), Cllr V. Stones, Cllr K. Whalley, Cllr L. Dale, Cllr P. Patty, Cllr D. Burns, Ms J. Jones

In Attendance

Cllr T. Hames, Cllr B. Mayhew, 3 residents and Mr C. Banks (Wakefield Council) in attendance.

Action

1. Apologies

To note apologies and approve reasons for absence

NOTED apologies received from Cllr T. Hirst and **RESOLVED** to approve reason for absence.

2. Declarations of Interest

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

NOTED Cllr J. Cox's interest in planning application 23/02173/FUL - 3 Hillcroft Close, Darrington, Pontefract, WF8 3BD.

2.2 To receive, consider and decide upon any applications for dispensation

None received.

3. Minutes of Previous Meeting

To confirm the minutes of the ordinary meeting of Darrington Parish Council held on 9 November 2023

RESOLVED to approve said minutes as a true and accurate record of the ordinary meeting held on 9 November 2023.

4. To receive information on the following ongoing issues

4.1 To notify Wakefield Council of the co-option of Cllr D. Burns onto the Council.

RESOLVED that no further action is required.

4.2 To engage with Cllr P. Batty in respect of the installation of the 2 village benches and the remaining 2 dog waste stations

RESOLVED to carry forward to the next meeting.

LD/PB

- 4.3 To provide an update on Wakefield Council’s site visit in respect of making the junction of Valley Road and Havercroft Lane safer.
NOTED feedback received in this respect and **RESOLVED** to carry forward to the next meeting for further updates. **TH**
- 4.4 To distribute the Parish Council logo to the Council
RESOLVED to carry forward to the next meeting. **JJ**
- 4.5 To provide an update on progress on replacement of the Darrington Plane Crash Memorial Plaque and fundraising efforts to fund the cost of such replacement
NOTED feedback received regarding possible funding options for the Plaque and **RESOLVED** that the Council will continue to obtain funding through pledges received from residents in Darrington.
RESOLVED that a proposal will be tabled for decision at the next meeting. **JC**
- 4.6 To engage with the school regarding providing support for planning and maintaining a school garden
RESOLVED to carry forward to the next meeting. **LD**
- 4.7 To arrange the set-up of the Reading Rooms for the Memorial Day event
RESOLVED that no further action is required.
- 4.8 To investigate the creation of a “vulnerable support” flyer for vulnerable residents
NOTED the proposed draft flyer and **RESOLVED** to test the contents of the flyer with residents of the village. **VS**
RESOLVED further that the flyer will be designed once the content is bedded down. **LD/JJ**
- 4.9 To engage with the Village Field Committee to determine their maintenance requirements for the Village Field and to contact Wakefield Council to add these requirements to the maintenance agreement for 2024.
NOTED feedback received and **RESOLVED** to engage with Wakefield Council to request that the maintenance agreement for 2024 includes the new cutting requirements as well as that the village field is not included in the “No-mow-May” initiative. **LT**
- 4.10 To contact National Highways in respect of the cutting of the verges along the A1 slip road
NOTED feedback received and **RESOLVED** to carry forward to the next meeting **PB**

- 4.11 To provide an update regarding the sponsoring of the Christmas tree lighting
NOTED that while there were already 17 sponsors, it was expected that additional sponsors would come forward for future years.
- 4.12 To engage with Cllr T. Hames in respect of the possibility of setting up barriers on Back Lane to reduce the use of the village footpaths by motorbikes
NOTED feedback received from Cllr T. Hames and **RESOLVED** to carry forward to the next meeting for future updates in this respect. **PB**
- 4.13 To expand on the amount of information regarding services available in the community on the website
RESOLVED that this item is ongoing. **JJ**
- 4.14 To create a pamphlet which provides answers to frequently asked questions
RESOLVED that this item is ongoing. **JJ**
- 4.15 To provide information on questions that are regularly asked
RESOLVED that no further action is required.
- 4.16 To advise Wakefield Council of the locations considered to be suitable for public electric vehicle charging infrastructure
RESOLVED that no further action is required.
- 4.17 To notify First Impressions of the acceptance of the hanging baskets estimate
RESOLVED that no further action is required.
- 4.18 To explore improvement opportunities for the content, branding, and distribution of the newsletter
RESOLVED that the Council will provide suggestions at the next meeting, as to how best to “survey” residents regarding their expectations from the newsletter. **ALL**
- 4.19 To engage with Wakefield Council to obtain guidance as to how the uneven pavement from Kensworth House to the traffic lights can be rectified
NOTED feedback received from Wakefield Council and **RESOLVED** that this item is ongoing. **LT**
- 4.20 To explore whether wood chippings can be sourced cheaply for the Tithe Barn Garden beds
NOTED feedback received and **RESOLVED** to determine where the netting and bark is required to be placed. **LT**

5. Correspondence

5.1 Resident concern regarding bikers and query regarding barriers on Back Lan

NOTED correspondence received from a concerned resident and **RESOLVED** to communicate to her that a barrier is to be installed at the end of the footpath near Darrington Hotel.

JJ

5.2 Resident query regarding neighbourhood watch

NOTED correspondence received and **RESOLVED** that this is not a parish council matter, however the resident would be contacted to discuss in more detail.

VS

6. Financial Matters

6.1 NOTED payments to be approved for December 2023

| Date Approved | Item | Payment Method | Payee | Reason | Amount | VAT |
|---------------|---------|----------------|-------------------------|---|------------------|----------------|
| 14.12.23 | 36-2324 | TRF | JJ Electrical Solns Ltd | New armoured cable to Christmas tree bed | £1,380.00 | £230.00 |
| 14.12.23 | 37-2324 | TRF | Streetmaster | Replacement fixings for 2 benches | £129.60 | £21.60 |
| 14.12.23 | 38-2324 | TRF | L. Thompson | Re-imburse for Morrisons – Tithe Barn Carol Service | £47.81 | £0.00 |
| 14.12.23 | 39-2324 | TRF | L. Thompson | Re-imburse for Makro – Remembrance Sunday | £62.82 | £0.00 |
| 14.12.23 | 40-2324 | TRF | V. Stones | Re-imburse for Aldi – Thank you to Brotherhood | £23.48 | £3.63 |
| 14.12.23 | 41-2324 | TRF | V. Stones | Re-imburse for Hungry Horse – Erecting Christmas tree | £19.74 | £3.29 |
| 14.12.23 | 42-2324 | TRF | PontyVA 925 | Social media, website, residents (Nov) | £330.00 | £0.00 |
| 14.12.23 | 43-2324 | TRF | Yorks Air Ambulance | S137 Grant | £250.00 | £0.00 |
| 14.12.23 | 44-2324 | TRF | N. Dyas | Gardening/maintenance 6hrs @ £16ph (Nov) | £96.00 | £0.00 |
| | | | | TOTAL | £2,339.45 | £258.52 |

6.2 NOTED payments made for November 2023

| Date Approved | Item | Payment Method | Payee | Reason | Amount | VAT |
|---------------|---------|----------------|-------------------|---|------------------|--------------|
| 09.11.23 | 30-2324 | TRF | Amanda Brundell | Plants & compost for winter planters & beds | £287.00 | £0.00 |
| 09.11.23 | 31-2324 | TRF | Tomlyndon Website | Darrington.org domain & email addresses | £168.00 | £0.00 |
| 09.11.23 | 32-2324 | TRF | PontyVA 925 | Website, social media, residents – Oct | £330.00 | £0.00 |
| 09.11.23 | 33-2324 | TRF | WMDC | Re-charge for council election May | £139.00 | £0.00 |
| 09.11.23 | 34-2324 | TRF | N Dyas | Gardening maintenance Oct 8hrs @ £16 | £128.00 | £0.00 |
| 09.11.23 | 35-2324 | TRF | V Stones | Gravel for new tree | £11.50 | £0.00 |
| | | | | TOTAL | £1,063.50 | £1.92 |

NOTED no income received during November 2023.

RESOLVED to settle all December accounts with immediate effect.

NOTED the bank balance at 30 November 2023 as £25,868.96.

6.3 To receive and approve the bank reconciliation and review spend against the budget to 30 November 2023

RESOLVED to approve the bank reconciliation to 30 November 2023, and forecast to the end of the financial year of £14,494.72.

6.4 To consider and decide upon a third signatory for the release of monthly payments via bank transfer

RESOLVED to approve and implement the addition of Cllr J. Cox as the third signatory for the release of monthly payments via bank transfer.

FG

6.5 To consider and decide upon amending the Financial Regulations to provide for a debit card for ad-hoc expenses

RESOLVED to approve and apply for a debit card for the Council.

FG

RESOLVED further to update the Financial Regulations with this change and table for approval at the next meeting.

JJ

7. To consider planning applications received

| | CYC Reference | Address/Description | Council Decision |
|-----|---------------|--|------------------|
| 7.1 | 23/02112/FUL | Hawthorne Cottage, Estcourt Road – Raising of roof height, first floor extensions to front and rear and rendering of walls | No objection |
| 7.2 | 23/02173/FUL | 3 Hillcroft Close – Single storey rear extension, change to front and side elevations and internal alterations throughout | No objection |

8. To receive information on finalised planning applications

| | CYC Reference | Address/Description | Wakefield Council Decision |
|-----|---------------|---|----------------------------|
| 8.1 | 23/00437/FUL | 6 New Road – Dropped kerb. Driveway and parking for two cards. Installation of EV charging points. Demolition of existing stone wall and front gate | Application Refused |

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

9.1 To consider school report

NOTED reports provided by Cllr L. Dale and Cllr L. Thompson (regarding the Tithe Barn Christmas Carols)

9.2 To consider police report

NOTED nothing to report.

9.3 To consider Gardening Club report

NOTED the Gardening Club report as presented by Cllr F. Gray.

9.4 To consider Village Field report

NOTED the Village Field report as presented by Cllr K. Whalley.

9.5 To consider newsletter report

NOTED nothing to report.

9.6 To consider Church report

NOTED the church report as presented by Cllr L. Thompson.

NOTED further that the Vicar had consented to the use of the Reading Rooms as the Parish Council's address.

9.7 To consider YLCA branch meeting report

NOTED nothing to report.

10. Governance matters

10.1 To consider and approve the Policy Review Schedule for 2024

RESOLVED to approve the proposed Policy Review Schedule for 2024.

11. Matters requested by Councillors

11.1 To consider and decide upon the overgrown footpath on Bank Wood Road from North Lodge Lane to the North Yorkshire Boundary

RESOLVED to log a request / complaint on the Wakefield Council website for the footpath to be cut back.

FG

11.2 To consider and decide upon whether any action can be taken to reduce pavement obstructions

RESOLVED that although this is outside of the Council's remit, a contact number could be added to the website and FAQ flyer to report vehicles that are obstructing pavements

DB

RESOLVED further to engage with Street Scene regarding the placement of rubbish bins away from pavements, once emptied.

DB

11.3 To consider and decide upon the creation of a council communication plan

RESOLVED to include a new item to the agenda regarding newsletter-worthy items.

JJ

11.4 To consider and decide upon vehicle speed assessment for village

NOTED correspondence received from a resident regarding the publishing of speed camera tracking for another village.

RESOLVED to carry forward to the following meeting for further exploration.

LT

11.5 To note information in respect of the Consultation on the draft statement of community involvement

NOTED information received and **RESOLVED** that no action is required in this respect.

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

RESOLVED to include the following items on the following month's agenda:

12.1 To consider and decide upon whether a "Smiley Sid" speed camera is an option for the village.

13. Date of Next Meeting

It was **RESOLVED** that the next ordinary meeting of Darrington Parish Council will be held on Thursday 11 January 2024 at 7pm at Darrington Reading Rooms.

Meeting closed at 21h07.