

# Minutes of the ordinary meeting of Darrington Parish Council Meeting held Thursday 11 November 2021 at DARRINGTON READING ROOMS, PHILIP'S LANE, DARRINGTON, PONTEFRACT WF8 3BH

## Present:

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

## In Attendance

Councillor T. Hames (TH), Councillor G. Ayre (GA), 1 West Yorkshire Police Department (WYPD)  
representative

## Action

### 1. Visual Recording of Meeting

Noted the Council's expectations for the visual recording of the meeting.

### 2. Public Forum

Noted the Village's crime statistics for the previous 4 weeks, as presented by the WYPD  
representative and the recommendation to sign up to West Yorkshire Community Alert for live  
updates on crime in the area.

Noted further the representative's commitment to requesting the Police Commissioner to do some  
work regarding speeding concerns in-and-around the village.

### 3. Apologies

To note apologies and approve reasons for absence

Noted Councillor F. Smith's apologies and **RESOLVED** to approve the reason for absence.

Noted further that Councillor F. Smith was intending to formally resign as Councillor and Proper  
Officer, however she would continue to assist the Council with waste removal for the dog poo bins,  
as well as maintenance of the Parish Council website.

### 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 14 October 2021

**RESOLVED** to approve said minutes as a true and accurate record of the ordinary meeting held on 14 October 2021.

## 6. To receive information on the following ongoing issues:

6.1 To receive confirmation of Counsellor F. Smith's signing of the minutes of the meeting held on 9 September 2021

**RESOLVED** to follow up with Counsellor F. Smith's original signed minutes from the previous meeting and provide same to Counsellor P. Stainer. **JJo**

6.2 To receive feedback relating to the speed surveys

**RESOLVED** to request Councillor F. Smith to resend the results of the speed survey to Councillor V. Stones, for further investigation. **VS**

6.3 To receive feedback on the follow up of receipt of additional information relating to Darrington crime statistics

**RESOLVED** that no further action is required.

6.4 To receive feedback on request for collective engagement on planning applications with surrounding parish councils

**RESOLVED** that no further action is required.

6.5 To receive feedback regarding cutting back of overgrowth near Tithe Barn

**RESOLVED** that Councillor L. Thompson would investigate the ordering and arranging delivery for 2 Tonne of limestone chippings to the Tithe Barn, up to a budget limit of £300. **LT**

**RESOLVED** further that Councillor M. Britton would liaise with the necessary party to ensure that any permission required in this respect, could be obtained. **MB**

**RESOLVED** that Councillor A. Tagger would provide details of a service provider that could chop down and chip trees at a reasonable price. **AT**

6.6 To receive feedback regarding engagement with community to get involved in West Yorkshire Police and Crime Plan Consultation

**RESOLVED** that no further action is required.

- 6.7 To note feedback provided to Wentbridge residents regarding concerns raised  
**RESOLVED** that no further action is required.
- 6.8 To receive feedback regarding re-painting of village lamp posts by Wakefield Council  
**RESOLVED** that no further action is required.
- 6.9 To note feedback regarding attendance at monthly YLCA Wakefield branch meeting  
**RESOLVED** to advise YLCA that a Councillor would attend these meetings as-and-when possible. **JJo**
- 6.10 To receive feedback in respect of planning application for land adjacent to Darrington Hall  
**RESOLVED** that no further action is required.
- 6.11 To note feedback provided in respect of YLCA's planning training courses  
**RESOLVED** that no further action is required.
- 6.12 To receive feedback regarding progress with newsletter  
**RESOLVED** to approve the Chairman's report for inclusion in the Darrington Parish Council newsletter.  
  
**RESOLVED** further to email the report to Councillor V. Stones for inclusion in the newsletter. **MB**
- 6.13 To receive feedback in respect of timelines and protocols for appointment of a new Chairman and RFO  
**RESOLVED** that no further action is required.
- 6.14 To decide upon administrative service contract for Pink Spaghetti PA Services  
**RESOLVED** to investigate options for the employment of a Parish Council clerk and a Responsible Financial Officer (RFO). **JJo**  
  
**NOTED** that provisions would need to be made in respect of the replacement of Councillor P. Stainer and Councillor M. Britton as authorised signatories on the Council's bank account.
- 6.15 To receive feedback in respect of Christmas tree order and installation  
**NOTED** that 2 Christmas trees had been ordered.

**RESOLVED** that the Christmas trees would be put up at 10h00 on Saturday, 27 November 2021.

**RESOLVED** further that Councillor V. Stones would notify the service provider of the required delivery date and that Councillor M. Britton would arrange for assistance with getting the Christmas lights up. **VS MB**

6.16 To receive feedback regarding winter planters

**RESOLVED** that no further action is required.

6.17 To receive feedback regarding communication to Wakefield Cllr. G. Ayre in respect of the request of assistance with regular clearing of the dog poo bins

**RESOLVED** that no further action is required.

6.18 To note feedback regarding notification to "The Dog Poo Fairy"

**RESOLVED** that no further action is required.

## 7. Correspondence

7.1 To note planned Community Governance Review by Wakefield Council

**NOTED** the planned Community Governance Review during 2022/2023, further details of which will be communicated in due course.

7.2 To note correspondence from Wakefield Council regarding attachments to street lighting columns

**NOTED** that the village has an agreement with the Council, confirming that the Council is liable for maintenance (in perpetuity) and cost thereof, of the village street lights.

**RESOLVED** that Councillor A. Tagger would provide Mrs J. Jones with such correspondence relating to the liability **AT**

7.3 To note correspondence received after publication of agenda

7.3.1 Closure of A1 Darrington interchange for road maintenance

**NOTED** that the A1 Darrington interchange would be partially closed for road maintenance, commencing Monday 22 November 2021 for approximately 7 weeks.

Further **NOTED** the expected impact on the village and its residents.

### 7.3.2 Additional garden waste removal date

**NOTED** the additional garden waste removal data which was being provided by Wakefield Council in preparation for pre-Winter garden clean-ups.

## 8. Finance

### 8.1 To note payments made during October 2021

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
14.10.21	39-2122	Cheque 884	Richard Hirst	Underpayment for dog poop signs	6.66	-
14.10.21	40-2122	Cheque 885	Knavesmire Building	Fitting of five benches in the village	726.00	121.00
14.10.21	41-2122	Cheque 886	PM Stainer	Printer ink	26.99	4.50
14.10.21	42-2122	Cheque 887	PM Stainer	2 330 litre compost converter bins	49.99	8.33
14.10.21	43-2122	Cheque 888	F Smith	Expenses for emptying dog waste bins	20.00	-
14.10.21	44-2122	Cheque 889	Pink Spaghetti	Preparation of minutes	220.20	-
14.10.21	45-2122	Cheque 890	F Smith	Leaving present for village shop owner	22.46	-
14.10.21	46-2122	Cheque 891	D Dyas	Gardening / maintenance	64.00	-
				<b>TOTAL</b>	<b>1,136.30</b>	<b>133.83</b>

### 8.2 To approve payments for November 2021

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
11.11.21	47-2122	Cheque 892	Avril Jackson	Gardening maintenance - Plants	76.50	-
11.11.21	48-2122	Cheque 893	Vera Stones	Leaving present for village shop owner	8.00	-
11.11.21	49-2122	Cheque 894	Fiona Smith	Collapsible trolley for emptying poo bin	20.00	-
11.11.21	50-2122	Cheque 895	Pink Spaghetti	Preparation of minutes and clerk duties	326.40	-
11.11.21	51-2122	Cheque 896	D Dyas	Gardening/maintenance	208.00	-
11.11.21	52-2122	Cheque 897	First Impressions	Winter flower beds and planters	1,340.40	223.40
				<b>TOTAL</b>	<b>1,979.30</b>	<b>223.40</b>

**NOTED** no income during October and closing balance on 31 October 2021 of £25 779.22.

**RESOLVED** to settle all above accounts with immediate effect.

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

**RESOLVED** to liaise with Nick Dyas regarding maintenance of the Tithe Barn during the Winter period.

JJ

## 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
21/02089/FUL	5 Hillcroft Close – Use of Annex as an independent dwelling	<b>RESOLVED</b> to object on the grounds of loss of amenity and safety
21/02629/COUQ	Grove Hall Farm – Conversion of agricultural barns to 5 x 2-bed dwelling houses and associated alterations at Grove Hall Farm.	<b>RESOLVED</b> that there would be no objection lodged

AT

10. To receive information on finalised planning applications

CYC Reference	Address/Description	Darrington Parish Council Decision
21/02098/FUL	2 Park Close – Single Storey Extension and Desking to Rear	Approved – No decision required

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

11.1 To consider school report

**NOTED** that the school had invited the village residents to Christmas carol singing on 1 December 2021 at Tithe Barn, and that hot drinks and mince pies will be available.

11.2 To consider police report

Nothing to report.

11.3 To consider gardening club report

**NOTED** a good meeting held and that the club was going strong.

11.4 To consider village field report

**NOTED** a complaint received from residents regarding dogs being allowed off-leash, on the field

11.5 To consider the newsletter report

**NOTED** that the newsletter was ready to be distributed on the planned date.

**RESOLVED** to arrange a Christmas coffee morning on 16 December at The Reading Rooms and to communicate same in the newsletter. **VS**

12. Governance matters

12.1 To receive information and make decision in respect of Publication Scheme

**RESOLVED** to approve the Council Filming Policy and publish same on the website. **LT**

**RESOLVED** further to carry over the finalisation of the Publication Scheme until a new Proper Officer has been appointed. **JJo**

12.2 To receive information and decide upon next steps for governance adherence

**RESOLVED** to carry forward to the next meeting. **JJo**

### 13. Matters requested by Councillors

13.1 To consider and decide upon request for mandatory yellow notices for planning applications

**RESOLVED** to request Tony Hames to assist with communicating to Wakefield Council that the Council wants yellow notices put up around the village for all planning applications. VS

13.2 To consider and decide upon attendance at YLCA planning training

**RESOLVED** that no further action is required.

13.3 To consider and decide upon Queen's Jubilee planning

**RESOLVED** to carry forward to the following meeting. JJo

13.4 To consider and decide upon next steps for budget/precept planning

**RESOLVED** to approve a budget increase request of 5% and 10%.

13.5 To note concerns raised by residents regarding near misses at Marlpit Lane / Beech Crescent intersection

**NOTED** the concern raised by residents and **RESOLVED** that this is not in the remit of the Parish Council, but rather of Wakefield Council.

**RESOLVED** further that the Council has no objection to residents placing signs at the location.

13.6 To consider and decide upon action plan to publicise the upcoming changes to the Parish Council structure and the request for resident participation in the Council

**RESOLVED** that no further action is required.

13.7 To consider alternatives for allocation of RFO responsibilities

**RESOLVED** that no further action is required.

13.8 To consider and decide upon outsourced administration arrangements and reimbursement

**RESOLVED** that no further action is required.

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

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

- Appointment of a new Proper Officer
- The Queen's Jubilee

Jo

**RESOLVED** to liaise with Councillor F. Smith in respect of the Proper Officer appointment.

JJo

**15. Date of Next Meeting**

It was **RESOLVED** that the next ordinary meeting of Darrington Parish Council would be Thursday 9 December 2021 at 7pm at Darrington Reading Rooms.

**Meeting closed at 21h15.**