

DARRINGTON PARISH COUNCIL

Reading Rooms
Phillips Lane
Darrington
Pontefract
WF8 3BH

E-mail: clerk@darrington.org.uk
Website: www.darrington.org.uk

PUBLIC NOTICE **PARISH COUNCIL MEETING**

Notice is hereby given that the Darrington Parish Council Ordinary Meeting will take place on Thursday 13 July 2023 commencing at 7pm at the Reading Rooms, Darrington.

The first 15 minutes of the meeting is open to the press and members of the public, to put questions or raise concerns regarding matters on this agenda or for future consideration. A member of the public is limited to three (3) minutes of speaking time during the open forum and is requested to refrain from speaking or participating in the Council meeting once the open forum has closed and the formal council meeting has commenced. There is no expectation on the council to respond to any comments made at this time.

Under the openness of Local Government Bodies Regulations 2014, members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the Parish Clerk know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photograph equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting you are asked to act in a reasonable manner and not disrupt the conduct of the meeting, for example, by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting.

The agenda for the meeting is available at www.darrington.org.uk/meetings. Alternatively, please contact the Council at clerk@darrington.org.uk for a hard copy prior to the meeting.



Councillor Vera Stones
Proper Officer
8 July 2023

MEETING AGENDA

PUBLIC OPEN FORUM:

Prior to commencement of the meeting there will be a fifteen-minute period for public question time. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration, at the discretion of the Chairman.

Members of the public may not take part in the Parish Council Meeting itself and must adhere to the rules set by the council for this session. The public open forum does not form part of the formal meeting and will not form part of the minutes.

1. To receive apologies and approve reasons for absence
2. To receive declarations of interest and applications for dispensation
 - 2.1 To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests
 - 2.2 To receive, consider and decide upon any applications for dispensation
3. To confirm the minutes of the annual meeting held on 8 June 2023 as a true and correct record
4. To receive information on the following ongoing issues and decide further action where necessary:
 - 4.1 To notify Wakefield Council of the appointment of Cllr L. Dale (JJ)
 - 4.2 To install the benches and dog waste stations at the agreed locations (PB)
 - 4.3 To provide the resident requesting support for isolated residents with the Council's feedback and alternative options (JJ)
 - 4.4 To notify the new church warden of the agreed parking arrangement for Philips Lane (VS)
 - 4.5 To engage with Nick Dyas in respect of the implementation of the asset management plan (LT)
 - 4.6 To implement the approved SLA's for N. Dyas and PontyVA 925
 - 4.7 To liaise with Gary Blenkinsop in respect of the proposed plan for Marlpit Lane junction (TH)
 - 4.8 To send Cllr V. Stones their baby photographs (ALL)
 - 4.9 To prepare the parish council boards for the Feast & Fayre (JJ)
 - 4.10 To weed kill a section of tarmacked footpath near Mill Hill Close (PB)
 - 4.11 To submit Section 1 of the AGAR – Annual Governance Statement 2022-23 to the External Auditor and publish on the Council website (FG/JJ)
 - 4.12 To submit Section 2 of the AGAR – Accounting Statement 2022-23 to the External Auditor and publish on the Council website (FG/JJ)
 - 4.13 To distribute the digital newsletter to residents (JJ)
 - 4.14 To discuss the possible establishment of an 'open' children's library in the village (LT)
 - 4.15 To further investigate the cost to build the children's library (FG)
 - 4.16 To create a volunteer register and present to the council for approval (LT)
5. To consider the following new Correspondence received and decide action where necessary:
 - 5.1 To consider correspondence regarding an incident which took place at the junction of Valley Road and Havercroft Lane
 - 5.2 To consider request to advertise yoga classes held at Reading Rooms in Council newsletter and on Facebook page
6. Financial matters:
 - 6.1 To approve the following accounts for payment
 - 6.1.1 WMDC – Ground Maintenance Contract 2023/24 - £1,196.24
 - 6.1.2 PontyVA 925 – Social media / website / residents - £330.00
 - 6.1.3 N. Dyas – Gardening / maintenance (June) - £160.00
 - 6.1.4 PWLB – Loan Repayment - £1,104.17

- 6.2 To note the following payments previously authorised:
 - 6.2.1 Fiona Gray – Reimbursement – AGJ Insurance - £705.77
 - 6.2.2 Carter & Jackson – Printing of 600 May newsletters - £107.00
 - 6.2.3 PontyVA 925 – Social media / website / residents (May) - £330.00
 - 6.2.4 N Dyas – Gardening/Maintenance (17hrs for May) - £272.00
- 6.3 To receive and approve the bank reconciliation to 30 June 2023 and review spend against the budget to 30 June 2023
- 6.4 To receive an update in respect of the progress of the annual audit process
7. To consider and decide upon the following planning applications:
 - 7.1 23/01216/TPO – Squirrel House, 9 Elm Close – Fell 1 lime tree. [View online](#)
8. To receive the following planning decisions
 - 8.1 22/01918/FUL – Ingle Nook Lodge, Valley Road – Conversion and extension of existing garage to form one new dwelling – Application Refused
 - 8.2 23/00468/FUL – Westend Farm, Carleton Road – Application of rendering to external walls – Application Approved
 - 8.3 22/02438/FUL – Hawthorne Cottage, Estcourt Road – Proposed First Floor extension above existing garage to create a 1.5 storey extension to side – Application approved
9. To receive information on the following monthly items and decide further action where necessary:
 - 9.1 School
 - 9.2 Police
 - 9.3 Gardening Club
 - 9.4 Village Field
 - 9.5 Newsletter
 - 9.6 Church
 - 9.7 YLCA Branch Meeting
10. Governance matters:
 - 10.1 To review and approve any changes to General Privacy Notice
 - 10.2 To review and approve any changes to Privacy Notice for Employees, Councillors, Volunteers and other Role Holders
 - 10.4 To review and approve any changes to Complaints Procedure
11. Matters requested by councillors:
 - 11.1 To consider and approve the addition of 4 display boards to the Asset Register (FG)
 - 11.2 To consider and decide upon on new registration nationwide for defibrillators (VS)
 - 11.3 To consider and decide upon ensuring correct delivery of newsletters (VS)
 - 11.4 To consider and decide upon proposal to update website during August holiday period (JJ)
 - 11.5 To consider and decide upon a logo and adopted letterhead for the Council (JJ)
12. To notify the clerk of matters for inclusion on the agenda of the next meeting
13. To confirm the date of the next meeting as Thursday 14 September 2023