

Minutes of the ordinary meeting of Darrington Parish Council
Meeting held Thursday 8 December 2022 at DARRINGTON READING
ROOMS, PHILIP'S LANE, DARRINGTON,
PONTEFRACT, WF8 3BH

Present Cllr L. Thompson (Chair) (LT), Cllr F. Gray, Cllr M. Whiteley (MW), Cllr P. Batty (PB), Cllr R. Finn (RF), Cllr S. Morgan (SM), Cllr T. Hirst (TH), Cllr V. Stones (VS)

In Attendance

2 Residents in attendance.

Action

1. Apologies

To note apologies and approve reasons for absence

Apologies received from Cllr J. Cox (JC), Cllr D. Jones, Cllr G. Ayre and Cllr T. Hames.

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

None received.

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 10 November 2022

RESOLVED to approve said minutes as a true and accurate record of the ordinary meeting held on 10 November 2022.

4. To receive information on the following ongoing issues

4.1 To arrange for an HDMI cable to be made available for the training

RESOLVED that no further action is required.

4.2 To investigate the legalities of running a private cemetery and liaise with Cllr D. Jones regarding their exploration of cemeteries that are available to purchase by Wakefield Council

NOTED feedback from Wakefield Council that they had previously been offered to buy Darrington Cemetery and having undertaken tests on the ground, they had been unable to dig to the required depth without hitting rock. A decision had therefore been made then, that Darrington Cemetery was not suitable for Wakefield Council's needs.

RESOLVED that on this basis, no further action can be taken by the Council in this respect.

- 4.3 To arrange a village walk-around to identify all areas that should be cut regularly and report back at the next meeting

NOTED that this will be undertaken during January 2023 and that feedback will be provided at the next meeting after completion.

TH

- 4.4 To report back on the outcome of the investigation into the feasibility and costs of repairing the flagpole on the church, as well as the practicalities surrounding maintenance and servicing of the flagpole

NOTED that the church is currently investigating the repair of the flagpole themselves.

RESOLVED to offer support or assistance to the church in this respect and that if this is not taken up, no further action is required.

SM

- 4.5 To prepare and implement a standard autoreply on all Parish council mailboxes

RESOLVED to approve and implement the autoreply as suggested by Cllr S. Morgan.

ALL

- 4.6 To arrange for the collection and laying of the pebbles in the Tithe Barn car park

RESOLVED that no further action is required.

- 4.7 To formally request approval from the church to fix the lighting on the stairs at the Parish Council's cost

NOTED the solutions presented at the meeting, **RESOLVED** to implement the proposed solution and **RESOLVED** to approve budget spend up to £300 for implementation of such solution.

To carry this item forward for an update at the next meeting.

JJ

- 4.8 To table the approval and implementation of a formal S137 policy

RESOLVED to carry forward to the next meeting.

JJ

- 4.9 To explore venue options and prices to host a "History of the Village" event for residents

NOTED that the intention is to hold the event on a mid-week evening during February 2023, however this is dependent on the health of one of the proposed presenters.

RESOLVED to investigate and finalise the date and venue for the event and to provide feedback at the next meeting.

TH

4.10 To extend an offer of support to the Village Field Committee for 2023's fireworks event

RESOLVED that no further action is required in this respect.

4.11 To investigate the supply of dog waste bags and general upkeep of the waste stations

NOTED that Cllr V. Stones had managed to find a solution regarding the collection of dog waste bags by Wakefield Council and that provided that the bags are placed at the correct location, they will be collected three times a week.

NOTED further that the required dog waste bags have been received from Wakefield Council and that these have been provided to Fiona Smith. **RESOLVED** that no further action is required.

4.12 To further research the publishing of a document in respect of burial grounds in-and-around Darrington

RESOLVED that Cllr T. Hirst will prepare an article for the next newsletter in respect of cemeteries within the Wakefield area and that this will be added to the Parish Council website.

TH

4.13 To investigate methods to most optimally engage with the church and provide feedback at the next meeting

RESOLVED that once the Reading Room lighting issue has been resolved, discussion will be held with the Church Vicar as to how best to strengthen the relationship between the Church and the Parish Council.

NOTED the Vicar's thanks for involving the Church in the Tithe Barn Christmas carols event.

4.14 To investigate options for the Parish Council to put up its own traffic signs in the village

NOTED feedback received from Wakefield Council, specifically that statistics show that the implementation of additional traffic signs does not appear to have any impact on driving speeds or driver behaviour where this is put in place.

Further **NOTED** the recommendation to implement "gateways" to Darrington, which have been shown to slightly improve driver behaviour, however the benefit to be derived from the implementation of such gateways does not justify the cost of implementation.

RESOLVED to investigate the costs for new signage and re-visit this item once the School Streets trial period has completed and the results of the initiative have been shared by Wakefield Council.

5. Correspondence

- 5.1 Concern raised by Wentbridge residents regarding the potential loss of protection under Darrington Parish Council

NOTED correspondence received.

RESOLVED to follow up with Cllr T. Hames in respect of his communications with Wakefield Council as well as to engage with Wakefield Council directly in respect of the concern raised that the Parish Council's objection had not been acknowledged by Wakefield Council in writing or in the minutes of their respective meeting.

JC

- 5.2 Request by YLCA for photographs of council meetings, events and facilities

RESOLVED to approve the use of council photographs by YLCA and to notify them accordingly.

JJ

- 5.3 To consider and decide upon a request by the Village Field Committee to assist in the procurement and/or raising of funding for refurbishment of the village field

NOTED the request received by the Village Field Committee.

RESOLVED to extend an invitation to the Village Field Committee to present their plans and the financials thereto at either the January or February 2023 Parish Council meeting.

JJ

- 5.4 To consider and decide upon a resident complaint received in respect of the recent fireworks display on the village field.

RESOLVED to forward the complaint to the organisers of the event, namely the Village Field Committee.

VS

RESOLVED further to advise the complainant accordingly and to expect a reply from the Village Field Committee.

JJ

6 Financial Matters

- 6.1 **NOTED** payments to be approved for December 2022

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
08.12.22	40-2223	TFR	Carter & Jackson	Autumn Newsletters	£103.85	£0.00
08.12.22	41-2223	TFR	PontyVA 925	Admin Duties November	£300.00	£0.00
08.12.22	42-2223	TFR	N Dyas	Gardening/Maintenance November	£80.00	£0.00
08.12.22	43-2223	TFR	V Stones	Reimb. Refreshments - Christmas Tree	£21.04	£3.51
08.12.22	44-2223	TFR	V Stones	Reimb. Brotherhood Christmas Tree	£29.98	£5.00
08.12.22	45-2223	TFR	F Gray	Reimb. Next Voucher - Scott Davis	£100.00	£16.67
				TOTAL	£634.87	£25.18

6.2 **NOTED payments made for November 2022**

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
10.11.22	33-2223	TFR	Fiona Smith	Dog Poo Bin Emptying	£20.00	£0.00
10.11.22	34-2223	TFR	PontyVA 925	Clerk Duties October	£300.00	£0.00
10.11.22	35-2223	TFR	N Dyas	Gardening/Maintenance	£128.00	£0.00
10.11.12	36-2223	TFR	Fiona Gray	October Re-imburement for dog poo bags	£179.40	£29.90
10.11.12	37-2223	TFR	YLCA	Budget training Fiona Gray	£30.00	£0.00
10.11.12	38-2223	TFR	First Impressions	Winter flower beds & planters	£1,712.40	£285.40
10.11.12	39-2223	TFR	Hazel Crabtree	Handmade cards for retiring council	£15.00	£0.00
					£2,384.80	£315.30

NOTED no income received during November 2022 and closing balance on 14 November 2022 of £23,262.04.

RESOLVED to settle all above accounts with immediate effect.

6.3 **RESOLVED** to approve the bank reconciliation statement to 14 November 2022 and forecast to the end of the financial year of £20,633.40.

7. **To consider planning applications received**

7.1 None received.

8. **To receive information on finalised planning applications**

The Council noted decisions reached by Wakefield Council on the following applications:

	CYC Reference	Address/Description	Wakefield Decision
8.1	22/01468/FUL	Cedar Hurst, Estcourt Road – Re-building of south boundary wall	Application approved
8.2	22/01646/FUL	Wenthill Farmhouse, Great North Road, Wentbridge – Single storey extension of sun lounge to rear	Application approved

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

9.1 To consider school report

NOTED the school report as provided by Cllr S. Morgan.

9.2 To consider police report

NOTED no police report for the month.

9.3 To consider Gardening Club report

NOTED the Gardening Club report as provided by Cllr L. Thompson.

9.4 To consider Village Field Committee report

NOTED the Village Field Committee report as provided by Cllr V. Stones.

9.5 To consider newsletter report

NOTED that the newsletter had been distributed as necessary.

10. Governance matters

10.1 No matters tabled for the meeting.

11. Matters requested by Councillors

11.1 To receive feedback in respect of the installation of the Christmas tree

RESOLVED that no further action is required.

11.2 To receive a presentation regarding measures to reduce speeding and improve safety in the village

NOTED that this item had been discussed in full under agenda item 4.14 above.

11.3 To receive feedback on the Wakefield Local Governance Review decisions regarding Darrington and Wentbridge Parishes

RESOLVED that no further action is required.

11.4 To consider and decide upon request for repair of the village notice boards

RECEIVED and **RESOLVED** to approve an offer by Cllr T. Hirst's spouse to undergo maintenance of the village notice boards between Christmas and New Year's Eve.

TH

11.5 To consider and decide upon request for repair of the village Christmas tree lights

NOTED concerns raised regarding the current electrical supply set up for the Christmas tree's lights, as well as proposed solutions to rectify this.

RESOLVED to re-visit this matter during 2023 and prior to the end of the year, when the Christmas tree lights are once again put up.

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 recommendations proposed by the Internal Auditor
- 12.2 To review the Council Asset Register
- 12.3 To consider and approve a S137 Grant Policy
- 12.4 To consider and adopt a Transparency Policy
- 12.5 To consider and adopt an Equal Opportunities Policy
- 12.6 To consider and adopt a Risk Assessment Policy
- 12.7 To consider and approve a Policy Review Schedule noting the review dates of Council policies
- 12.8 To approve the appointment of an internal auditor to undertake the year end audit for 2022-23
- 12.9 To formalise and approve the service contract with Mrs J. Jones and Mr N. Dyas
- 12.10 To consider and adopt a Disbursement Policy and Agreement
- 12.11 To consider and adopt a Gift Register

13. Date of Next Meeting

It was **RESOLVED** that the next ordinary meeting of Darrington Parish Council would be Thursday 12 January 2023 at 7pm at Darrington Reading Rooms.

Meeting closed at 20h59.