

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 Meeting will take place on Thursday 13 October 2022 commencing at 7pm at the Reading Rooms, Darrington.

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. 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 Clerk for a hard copy prior to the meeting.



Councillor Vera Stones
Proper Officer
7 October 2022

Darrington Parish Council

Ordinary Meeting to be held on **THURSDAY, 13 October 2022** at 19h00 at Darrington Reading Rooms

Chairman: Linda Thompson | Email: chair@darrington.org.uk

Vice Chair: John Cox | Email: vice-chair@darrington.org.uk

Clerk Email: clerk@darrington.org.uk

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 September 2022 as a true and correct record
4. To receive information on the following ongoing issues and decide further action where necessary:
 - 4.1 To advise Wakefield Council of the co-option of the new councillors (JJ)
 - 4.2 To arrange councillor and RFO training through YLCA for all councillors (LT)
 - 4.3 To investigate and provide feedback on the legal ownership and status of Darrington Cemetery (SM/MW)
 - 4.4 To request that Cllr G. Ayre invite the person responsible for road maintenance at Wakefield Council to the next meeting (JJ)
 - 4.5 To respond to the query regarding who is responsible for trimming the trees on Back Lane (JJ)
 - 4.6 To notify YLCA of the appointment of Cllr L. Thompson and Cllr J. Cox as representatives for YLCA branch meetings (JJ)
 - 4.7 To action the proposal for council-allocated email addresses and the implementation of a council-owned Google Drive (JJ)
 - 4.8 To arrange access to the YLCA website portal for all councillors (JJ)
 - 4.9 To respond to the Council for British Archaeology's invitation (MW)
 - 4.10 To place the Big Green Heating Scheme notice on village notice boards, the Facebook page and in the next newsletter (TH/JJ/VS)
 - 4.11 To respond to the pig slurry stench complaint (PB)
 - 4.12 To send existing information on the website's hidden pages to Cllr P. Batty (JJ)
 - 4.13 To notify First Impressions of the approval of the quotation for winter flower beds (JJ)
 - 4.14 To consider and decide upon First Impressions' quotation for Summer baskets and bracket checks (carried over)
 - 4.15 To discuss concerns regarding the planters with First Impressions (VS)
 - 4.16 To table the possibility of raising the planter in front of the Gardening Club sign with the Gardening Club (FG)
 - 4.17 To notify Wakefield Council of the nightshade found in the Orchard (JJ)

- 4.18 To advise residents of the nightshade on the Facebook page (JJ)
 - 4.19 To respond to Wakefield Council's School Streets Proposal (JC)
 - 4.20 To implement online banking with immediate affect (FG)
 - 4.21 To investigate digitised accounting programmes and report back (FG/JJ)
 - 4.22 To submit the AGAR to PKF Littlejohn (external auditors) (FG)
 - 4.23 To investigate and if relevant, object to planning application 22/01563/FUL (Honeycutt, Great North Road, Darrington – Change of use, alteration and addition of openings and increased roof height of existing stables to form 1 no. dwellinghouse) (RF)
 - 4.24 To represent the Council at the next Village Field Committee meeting in respect of the Council's Jubilee tree (LT)
 - 4.25 To confirm availability of the Reading Rooms for the December 2022 meeting (VS)
 - 4.26 To formalise and approve the service contract with Mrs J. Jones and Mr N. Dyas (JJ)
 - 4.27 To engage with Mrs A. Jackson regarding future maintenance of the Tithe Barn
5. To consider the following new Correspondence received and decide action where necessary:
- 5.1 To consider and decide upon a resident request to erect a flagpole within Darrington village
 - 5.2 Invitation to illustrate a Parish Map for Darrington Parish
 - 5.3 Invitation to support Darrington PTFA through purchasing custom designed Council Christmas cards
6. Financial matters:
- 6.1 To approve accounts for payment (to be tabled at the meeting)
 - 6.2 To note the following payments previously authorised:
 - 6.2.1 PontyVA 925 (clerk duties - August) - £300.00
 - 6.2.2 D Dyas (gardening/maintenance – August) - £96.00
 - 6.3 To receive and approve the bank reconciliation to 30 September 2022 and review spend against the budget to 30 September 2022
7. To consider and decide upon the following planning applications:
- 7.1 22/01007/FUL – Westlands, Estcourt Road – Replacement dwelling with detached garage and new entrance/access
 - 7.2 22/01853/LBC – Wenthill Farmhouse, Great North Road – Erection of a single storey rear extension
 - 7.3 22/01918/FUL – Ingle Nook Lodge, Valley Road – Proposed demolition of an existing garage and erection of 2 no. detached four-bedroom dwelling
8. To receive the following planning decisions / information:
- 8.1 22/00061/FUL – White Gates, West Park Drive – Porch to front – Application Refused
 - 8.2 22/01767/TPO – Willow Beck, Estcourt Road – Felling 3 dead Elm trees – Application Approved
 - 8.3 22/01231/FUL – Cedar Hurst, Estcourt Road – Raising of roof height, first floor extensions to front and rear and rendering of walls – Application Approved
9. To receive information on the following monthly items and decide further action where necessary:
- 9.1 School (SM)
 - 9.2 Police (RF)
 - 9.3 Gardening Club (LT)
 - 9.4 Village Field (VS)
 - 9.5 Newsletter (VS)
10. Governance matters:
- 10.1 To consider and decide upon recommendations proposed by the Internal Auditor
 - 10.2 To consider and adopt Council Financial Regulations
 - 10.3 To consider and adopt a Co-Option Policy

- 10.4 To review the Council Asset Register
 - 10.5 To consider and decide upon allocation of Councillor responsibilities
 - 10.6 To consider and approve payments to be accounted for as S137 grants
11. Matters requested by councillors:
- 11.1 To consider and approve spend for Cllr F. Gray to attend a “Budgeting for Clerks & Finance Staff” training course offered by YLCA (FG)
 - 11.2 To consider and approve a donation request for refreshments provided at the Tithe Barn Carol Service (SM)
 - 11.3 To consider and approve introduction of an SLA for resident query response times and email auto-reply advising of same or alternate resolution routes (SM)
 - 11.4 To consider remuneration or gift for additional services rendered (FG)
 - 11.5 To consider and decide upon finalisation of the Tithe Barn car park (LT)
 - 11.6 To consider and decide upon any action required regarding outside lighting at the Reading Rooms (LT)
 - 11.7 To consider and review planning application 22/019831/FUL - Delph House [land to rear] Estcourt Road - Proposal Erection of 1no. detached bungalow (LT)
 - 11.8 To consider and decide upon refurbishment and relocation of Tithe Barn information board and stand (VS)
 - 11.9 To consider and decide upon pruning of the large tree In the Tithe Barn (VS)
 - 11.10 To consider and decide upon repair of the church notice board
 - 11.11 To consider and decide upon request for grant to purchase Christmas lights for the Reading Rooms (VS)
12. To notify the clerk of matters for inclusion on the agenda of the next meeting
- 12.1 To consider and adopt a Transparency Policy
 - 12.2 To consider and adopt an Equal Opportunities Policy
 - 12.3 To consider and adopt a Risk Assessment Policy
 - 12.4 To consider and approve a Policy Review Schedule noting the review dates of Council policies
 - 12.5 To approve the appointment of an internal auditor to undertake the year end audit for 2022-23
13. To confirm the date of the next meeting as Thursday 10 November 2022.