

Minutes of the ordinary meeting of Darrington Parish Council  
Meeting held Thursday 10 February 2022 at DARRINGTON READING  
ROOMS, PHILIP'S LANE, DARRINGTON, PONTEFRACT WF8 3BH

**Present**

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

**In Attendance**

Councillor T. Hames, Councillor G. Ayre, 18 residents

**Action**

**1. Visual Recording of Meeting**

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

**2. Public Forum**

Noted the attending residents' interest in joining the Council as either a councillor or a volunteer.

**RESOLVED** to obtain clarity in respect of the adoption and/or election of councillors to the Council.

**JJo**

**3. Apologies**

To note apologies and approve reasons for absence

None received.

**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 13 January 2022

**RESOLVED** to approve said minutes as a true and accurate record of the ordinary meeting held on 13 January 2022.

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

6.1 To receive feedback regarding response to Christmas tree complaint

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

6.2 To receive feedback in respect of progress of analysis on speed surveys

**NOTED** the results of the survey and **RESOLVED** that due to restricted authority, no further action can be taken in this respect.

6.3 To receive feedback regarding discussions held with prospective clerk

**NOTED** that the prospective clerk was no longer available to perform clerk duties on behalf of the Council and **RESOLVED** to continue a fixed-fee contract arrangement with Mrs J. Jones for the performance of various clerk duties.

**RESOLVED** further, that discussions for the appointment of a new Responsible Financial Officer will be ongoing and that Councillor L. Thompson and Councillor V. Stones will be included as authorised signatories on the parish council bank account.

PS

6.4 To receive confirmation of order of summer hanging baskets

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

6.5 To receive feedback of communication of Queen's Jubilee invitation to the Spread-Eagle pub

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

6.6 To receive feedback in respect of print and distribution of participation invitation brochure

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

6.7 To receive feedback regarding purchase of council-owned-and-accessible Microsoft package

**RESOLVED** that as an interim measure, all Council-related records will be saved to a secure OneDrive folder attached to Mrs J. Jones' Microsoft account and that access will be granted to all councillors.

JJo

**RESOLVED** further that Mrs J. Jones will monitor the Vice-Chair mailbox going forward. **JJo**

6.8 To receive feedback in respect of distribution of updated policies for review

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

6.9 To receive feedback regarding testing of electricity to defibrillator box

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

## 7. Correspondence

7.1 Welcome to residents that have expressed interest in participating in the Council

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

7.2 Notice of essential maintenance – Phase 2 Darrington interchange

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

7.3 YLCA social media health check offer

**RESOLVED** to accept the health check offer and engage with YLCA in this respect. **JJo**

7.4 Approval of 2022/2023 precept

**NOTED** that the 2022/2023 precept request was approved by Wakefield Council.

7.5 Preparation of drawn-up village plan

**NOTED** the intention of a village resident to arrange for the drawing up of a plan of the village.

7.6 Request for newsworthy village information and stories

**NOTED** a request from Julie Marshall, a senior reporter at the Pontefract & Castleford newspaper, for newsworthy

**RESOLVED** to engage with Julie Marshall in respect of the parish council website and Facebook page. **JJo**

**RESOLVED** further to publish draft minutes on the website going forward. **JJo**

7.7 Problems with parking on Philips Lane during school days

**NOTED** a complaint from a resident regarding the volume of vehicles parked on Philips Lane during school days, creating access and safety concerns.

**RESOLVED** that no further action can be taken in this respect.

7.8 Comment made on Parish Council Facebook page

**NOTED** an acerbic comment made by a resident regarding the ethics of the members of the parish council.

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

8. Finance

8.1 To note payments made during January 2022

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
13.01.22	60-2122	Cheque 907	Fiona Smith	Parish Council Website	£137.59	£0.00
13.01.22	61-2122	Cheque 908	Pink Spaghetti	Preparation of minutes and clerk duties	£255.00	£0.00
13.01.22	62-2122	Direct Debit	Public Works Loan Board	Loan payment	£1,104.17	£0.00
13.01.22	63-2122	Cheque 909	Carter and Jackson	Printing of newsletters	£104.00	£0.00
13.01.22	64-2122	Cheque 910	Avril Jackson	Gardening/maintenance - Plants	£117.50	£0.00
				<b>TOTAL</b>	<b>£1,718.26</b>	<b>£0.00</b>

8.2 To approve payments for February 2022

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
10.02.22	65-2122	Cheque 911	Carter and Jackson	Printing of leaflets	£60.00	£0.00
10.02.22	66-2122	Cheque 912	Community Heartbeat Tr	Annual Support Cost Year 5	£135.00	£27.00
10.02.22	67-2122	Cheque 913	Pink Spaghetti	Minutes and clerk duties	£542.00	£0.00
				<b>TOTAL</b>	<b>£737.00</b>	<b>£27.00</b>

**NOTED** total income during January 2022 of £100.00 for newsletter advertisements and closing balance on 31 January 2022 of £21,521.66.

Further **NOTED** additional community infrastructure levy (CIS) income expected to be received for 3 new houses in the coming months.

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

**RESOLVED** further to approve the bank reconciliation statement to 31 January 2022 and full-year forecast to the end of the financial year.

9. To consider planning applications received

- 9.1 Darrington Parish Council considered the under-mentioned applications, received from Wakefield Council and reached the decisions shown:

CYC Reference	Address/Description	Darrington Parish Council Decision
21/03044/OUT	A1 Service Station Great North Road Darrington Pontefract - Outline planning application (all matters reserved) for the development of a Trunk Road Service Area on land at and adjacent to the existing Darrington Services (A1 Southbound); including an amenity building [containing retail, café/ restaurant, takeaway	<b>RESOLVED</b> to object on the grounds that the development will infringe on the greenbelt, and this is in contravention of council policy

AT

#### 10. To receive information on finalised planning applications

CYC Reference	Address/Description	Wakefield Council Decision
21/02089/FUL	Annexe at 5 Hillcroft Close – Use of Annexe as an independent dwelling	Application refused
19/01238/NMC02	Trinity Farm, Great North Road (Amazon) – Nonmaterial amendment to approved application	Application approved

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

##### 11.1 To consider school report

**RESOLVED** to sponsor the creation of a willow archway for the school, up to the value of £300, in support of their contribution to the Queen’s Jubilee celebrations.

AT

##### 11.2 To consider police report

**NOTED** the crime statistics report for the month of December 2021.

##### 11.3 To consider gardening club report

**NOTED** a good meeting held and **RESOLVED** to approve proposals in celebration of the Queen’s Jubilee, for a flower display in the planter outside the Darrington Hotel, as well as postcards with the display shown to be sold at the village shop.

**RESOLVED** to engage with Councillor George Ayre regarding possible contribution to the display (up to £1,000) by Wakefield Council.

JJo

##### 11.4 To consider village field report

**NOTED** that the Feast & Fayre is confirmed for 25 June 2022 and **RESOLVED** to provisionally book a stall at the event.

AT

##### 11.5 To consider newsletter report

**RESOLVED** to publish the next newsletter middle of April and **NOTED** contributions to be provided to Councillor V. Stones by the beginning of April 2022.

ALL

## 12. Governance matters

### 12.1 To consider and decide upon adoption of updated Code of Conduct

**CONSIDERED** and **RESOLVED** to adopt the updated Code of Conduct effective 10 February 2022.

### 12.2 To consider and decide upon adoption of updated Standing Orders

**CONSIDERED** and **RESOLVED** to adopt the updated Standing Orders effective 10 February 2022, subject to the changes agreed upon.

### 12.3 To consider and decide upon adoption of Publication Scheme Policy

**CONSIDERED** and **RESOLVED** to adopt the Publication Scheme Policy effective 10 February 2022.

### 12.4 To consider and decide upon adoption of General Privacy Notice

**CONSIDERED** and **RESOLVED** to adopt the General Privacy Notice effective 10 February 2022.

### 12.5 To consider and decide upon adoption of Privacy Notice for Employees, Councillors and Volunteers

**CONSIDERED** and **RESOLVED** to adopt the Privacy Notice for Employees, Councillors and Volunteers effective 10 February 2022.

### 12.6 To consider and decide upon adoption of Complaints Procedure

**CONSIDERED** and **RESOLVED** to adopt the Complaints Procedure effective 10 February 2022.

**NOTED** that due to its size, the Council does not require the appointment of a Data Protection Officer.

## 13. Matters requested by Councillors

None received.

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

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

- Requirement for a pedestrian crossing at Marlpit Lane / Estcourt Road intersection.

## 15. Date of Next Meeting

It was **RESOLVED** that the next ordinary meeting of Darrington Parish Council would be Thursday 10 March 2022 at 7pm at Darrington Reading Rooms.

**Meeting closed at 20h40.**