

# Minutes of the Darrington Parish Council Meeting Virtual Meeting

Thursday 9<sup>th</sup> April 2020 7PM

**Present:** Cllr Britton (Chair), Cllr Thompson, Cllr Stones, Cllr. Stainer, Cllr Jackson.  
Clerk – Ian Thompson.

**Apologies:** Cllr Tagger – clashed with another meeting, Cllr Smith – illness

The absent members apologies were accepted.

**In Attendance:**

No members of the public were present.

**2020-04-01 Declaration Of Interests:**

None offered.

**2020-04-02 Public Matters:**

None.

**2020-04-03 Minutes Of The Previous Meeting:**

Cllr Stones proposed and Cllr Thompson seconded that the minutes of the previous meeting be accepted as a true record. This was unanimously agreed.

**2020-04-04 Recent Legislation Report:**

This report outlines the measures specific to Darrington Parish Council from the recently imposed regulations as defined in the “Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Panel Meetings) (England and Wales) Regulations 2020”. The regulations within this act took effect from 4<sup>th</sup> of April 2020, and currently apply to meetings held in the period up to 7<sup>th</sup> of May 2020. It specifies that council meetings can be held in a virtual manner but that all members attending must be able to be heard and where possible seen by other members and that the press and public can hear and preferably see the members.

The legislation removes the requirement for a parish council to hold an annual meeting in May 2020. The currently appointed chairman and vice-chair have their appointments extended until the Annual Meeting in May 2021 although councils may elect them at an earlier meeting should they wish to.

The legislation confirms that it does not negate the allowance of press and public to such a virtual meeting and also confirms that a notice of meeting with access details for members of the public to such a meeting must be posted in a conspicuous place within the parish.

This meeting was held as a tele-conference and all members were able to hear and be heard by other participants. It had been felt that the increased technical complexity with making the meeting such that all members were visible to one another could not be accomplished in the lead up to the meeting.

The clerk confirmed that the notice of meeting with the agenda and details of access for the public were posted on the notice boards in the village.

The meeting discussed the new regulations and agreed to wait until “normal” meetings were resumed and at the first such meeting to elect chair and vice-chair.

The clerk was instructed to publish the fact that there will be no Annual General Meeting until further notice be published on the notice boards.

### **ACTION IT**

#### **2020-04-05 Clerk’s Report:**

This report covers the actions from the March meeting.

1. A letter and cheque has been sent to Denise Crowther thanking her for her contribution to the village. She replied with a “Thank You” card, a copy of which was circulated to councillors.
2. The Wakefield “Litter Heroes” and the “Keep Britain Tidy” initiatives to which our council registered have both been postponed. The tentative dates for the Keep Britain Tidy “Spring Clean” is September 11<sup>th</sup> for two weeks.
3. Leeds City Council advised against laying the speed monitoring strips given the current situation as traffic everywhere bears no relation to the normal situation. The request is “on hold”.
4. As instructed the clerk replied to Mrs Glover regarding her email about “pig smells” and stating the views expressed at the March meeting – as documented in the minutes of that meeting.
5. As instructed the clerk relied to the company “jobcentrenearme” declining their offer of adding a job centre link to the Paris Council website.
6. A defibrillator check was performed by a “coronavirus volunteer” who will repeat the operation every two weeks.
7. The clerk has forwarded the deeds of 18 Wentworth Park Rise to Councillor Jones for him to discuss with Wakefield MDC planning department.
8. Councillors Britton and Tagger have cleaned up the “dens” initially believed to have been used by a “rough sleeper”. However, it is now believed that these dens were created by children playing.

#### **2020-04-06 Correspondence:**

None received.

#### **2020-04-07 Finance:**

The RFO (Cllr Stainer) reported that the amount brought forward from the end of February was £20,870.67.

There was one item of income in March.

<u>Income Source</u>	<u>Income Stream</u>	<u>Amount</u>
Darrington Golf Club *	Autumn Newsletter Advert	£50.00

\* To be confirmed once bank statement received.

There were two items of expenditure in March:

<u>Date</u>	<u>Item</u>	<u>Payment Method</u>	<u>Payee</u>	<u>Reason</u>	<u>Amount</u>	<u>VAT</u>
12.3.20	32-1920	Cheque 805	Mr Mick Britton	Refreshments for Highways Meeting	£10.60	£0
12.3.20	33-1920	Cheque 806	Ms. Denise Crowther	Section 137 Grant	£50.00	£0
				Total Expenditure	£60.60	£0

This left a balance of £20,860.07 at the end of the month.

Payments Due In April

Already Approved:

<u>Date</u>	<u>Item</u>	<u>Payment Method</u>	<u>Payee</u>	<u>Reason</u>	<u>Amount</u>	<u>VAT</u>
4.4.20	01-2021	Cheque 807	First Impressions	Hanging Baskets & Planters	£3,119.40	£519.90

Payments Due In April 2020 for approval

<u>Date</u>	<u>Item</u>	<u>Payment Method</u>	<u>Payee</u>	<u>Reason</u>	<u>Amount</u>	<u>VAT</u>
9.4.20	02-2021	Cheque 808	Mr Thomas West	darrington.org.uk address and website	£55.00	£0
9.4.20	03-2021	Cheque 809	Ian Thompson	Joining Fee & SLCC Membership	£49.00	£0
				Expenditure For Approval	£104.00	£0
				Total Expenditure	£3223.40	£519.90

Cllr Britton proposed the payments be approved and it was agreed unanimously.

Cllr Stainer forecasts a year end figure of £20,860.07 – he awaits a bank statement to confirm receipts are as expected which will allow him to confirm this figure. Once he has received the bank statement he will send a year-end report to councillors.

**ACTION PS**

Cllr. Stainer is awaiting guidance from the auditors regarding year end accounts. They have been in touch stating that they themselves are awaiting how this year end should be handled and not to proceed until this is known. Until the guidance for this year's end reporting has been given the RFO will have to defer producing the paperwork.

**ACTION PS when rules defined**

**2020-04-08 Planning:**

At the March meeting a reference was made to a planning application in Old Great North Road, Wentbridge. Having looked for more detail the clerk reported that the reference is to Wakefield's planning application reference is 19/01368/FUL, and relates to Woodlands, Old Great North Road in Wentbridge. This application is for a discharge of conditions imposed when an approved application to extend the property was approved.

The councillors had no comment to make on this application.

**2020-04-09 Council's Coronavirus Actions:**

It was noted that many residents had been helping neighbours and friends at this difficult time. Specifically, it was noted that Gail and Joe at the shop have provided significant support to many residents.

The council's volunteer initiative has the following points:-

1. A notice offering to act as a link between "volunteers" and those self-isolating was put onto both the Darrington Community and Darrington Parish Council Facebook pages. It invited volunteers and references to anybody needing help to register with the service being run by the clerk.
2. Cllr Tagger produced posters for the two noticeboards and the village shop.
3. To date fourteen volunteers have registered.
4. Cllr Stones assisted a neighbour, Simon Baxter, with advice on the residents of Hillcroft Close and he has posted notices offering assistance to the appropriate residents of that road.
5. Two residents of Park Avenue, namely Ruth and Allen Cain, had already posted notices of assistance in the area around Park Avenue before the parish council initiative was born.
6. A call was received from a lady living over 100 miles from Darrington regarding her mother who is over eighty and living on her own. She said her mother was getting groceries but would appreciate regular phone calls to boost her morale. One of the volunteers, Dr. Susan Smith, is well versed in such support and they have been put in touch with one another. This lady's laptop has been "playing up" and another volunteer is in the process of "sorting it out."
7. A lady rang from Leeds concerned about her uncle and aunt who live on the West Park Estate. They have been worried about groceries in the mid to long term. Estelle and Barry Penrose have made contact with this couple and done shopping and other tasks for them.

8. The Wakefield diabetes centre has been in touch asking for a contact name and number lest any support be needed for their patients in Darrington and the same telephone number is now with them.
9. A lady in Sotheron Croft has produced some packages containing adult colouring books and some craft projects and asked for anyone who might like to receive them.
10. A large family, with one vulnerable teenager and two vulnerable over seventies rang worried that they had not been able to get a grocery delivery slot. They have applied for assistance from Wakefield MDC but been referred back to the parish council's volunteer scheme. Volunteer Jenna Pinter took up the challenge and did a large grocery shop and delivered it to the door. Jenna was delighted to return home to find that the cost of the groceries had been quickly transferred to her bank account by the family. The family have expressed huge thanks to Jenna.
11. Judith Fisher has taken over the role of "defibrillator guardian" and performed two diagnostic checks on the village defibrillator and confirmed she will do so every two weeks whilst the situation remains as it is. The clerk pointed out that a check every two to four weeks is recommended. His average is nearer four weeks than two. Judith's diligence ensures that the defibrillator is ready for use if needed in the immediate future.

Currently the number of volunteers exceeds those known to need assistance.

The chairman thanked the clerk for his efforts. Some discussion took place and the meeting felt that requests were coming through and being handled, and no further action was required other than to keep the scheme running. Some discussion took place regarding the integrity of the volunteers. The clerk is checking that the volunteers are on the electoral roll and given the circumstances the councillors agreed this was the best check that can reasonably be done. The chairman pointed out that issues were more likely to arise with casual visitors to houses asking for money and offering to do grocery shopping but then disappearing.

#### **2020-04-10 Minor Items:**

Some discussion took place regarding publishing a newsletter in May. Given that the Feast & Fayre has been cancelled and councillors would be put at risk delivering them the meeting concluded that it should not be published in the short term.

Cllr Jackson suggested that parish council notice boards should have half the space reserved for the parish council. Cllr Briton will consider clearing the notice board as and when freedom of movement is no longer discouraged. Cllr Thompson reported that in her previous residence the parish council did indeed reserve space on notice boards and posted meeting minutes there and she felt it might well have attracted residents to the council meetings. The meeting will discuss once the situation improves.

Cllr Briton reported that there have been two break ins to cars – one in Philips Lane and the other in Estcourt Road.

Cllr. Jackson is not receiving all of the emails from the clerk. The clerk will experiment by sending emails to Cllr. Jackson and confirm whether or not they are received.

**ACTION IT/JJ**

The proposed VE celebration at the Spread has been cancelled.

Items In Obeyance

As a result of the coronavirus situation there are a number of items which cannot currently be progressed awaiting an improvement in the situation. They are:-

- i) Parish Meeting and Annual General meeting
- ii) Litter pick
- iii) Speed strips installation and data analysis
- iv) Report from Wakefield Highways covering crossing in Estcourt Road, Marlpit Lane narrowing, 7.5 tonne signs in Valley Road, Unofficial lay-by on slip road and litter on the slip road.
- v) Enforcement of regulations within deeds of property by Wakefield MDC planning.
- vi) Guidance on financial year end reporting from government.
- vii) Newsletter is on hold.
- viii) Notice board “clean up”.

The meeting closed at 19:40.