

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

**Present** Cllr L. Thompson (Chair) (LT), Cllr J. Cox (JC), 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**

1 Resident in attendance.

**Action**

**1. Apologies**

To note apologies and approve reasons for absence

Apologies received from Cllr T. Hames and Mrs J. Jones.

**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 13 October 2022

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

**4. To receive information on the following ongoing issues**

4.1 To discuss ongoing road maintenance issues with Gary Blenkinsop (Wakefield MDC Service Director)

**NOTED** the following comments and commitments made by Gary Blenkinsop at the meeting:

- A survey will be undertaken to assess where pedestrians commonly cross Estcourt Road and where a crossing is required to be installed.

- Whilst there was acknowledgement that the 7.5 tonne signs in Valley Road may be creating confusion, there are currently no pressing issues arising from this. As a result, no changes will be made at this time, however Wakefield Council will keep an eye on this.
- The Urban Traffic Control Team had already made a few adjustments to the traffic lights at Marlpit Lane, to allow for longer time delays between red and green, and they will be undertaking a more fundamental review of the intersection to identify other measures that can be introduced to reduce accident risk and improve visibility.
- It was recommended that the landowner on the right-hand side of Marlpit Lane intersection be approached by the Parish Council, to request the “gifting” of a small portion of their land to Wakefield Council, to assist in improving the safety of the intersection.
- The land to the side of the exit from the north bound A1 falls within National Highways’ remit, so unfortunately Wakefield Council is unable to assist directly with this matter. They will, however, contact National Highways to advise them of the issue and request their engagement. Furthermore, the relevant contact details for National Highways will be forwarded to the Parish Council for future reference.
- There are planned road closures on the A1 for 2023 for roadworks near Wentbridge, and during the closures there will be litter cleaning teams deployed to the closed sections of the A1.
- Philips Lane is due to be re-surfaced in the coming months, and consideration is being given to removing the sidewalk and creating “shared space” on the road. It was **RESOLVED** to recommend that if this is implemented, a pedestrian side be clearly earmarked on the road for both drivers and pedestrians.
- No changes will be made to the existing school sign that is being obscured by the hedge, until such time as the School Streets proposal has been trialled and final decisions made in this respect.
- Investigation is to be made into the regular clearing of the Wentbridge bins near to the old bus shelter.

4.2 To arrange councillor training through YLCA for all councillors

**RESOLVED** to arrange for an HDMI cable to be made available for the training.

JC

4.3 To coordinate RFO training date with YLCA

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

4.4 To investigate and provide feedback on the legal ownership and status of Darrington Cemetery

**NOTED** that the landowner of Darrington Private Cemetery has advised that he does not plan to sell the land and that the intention is to continue to sell burial plots in the cemetery despite there being no formal plans in this respect.

**RESOLVED** that Cllr M. Whiteley will investigate the legalities of running a private cemetery and Cllr T. Hirst will liaise with Cllr D. Jones regarding their exploration of cemeteries that are available to purchase by Wakefield Council.

MW/  
TH

- 4.5 To advise YLCA that Cllr L. Thompson and Cllr J. Cox will attend the October branch meeting  
**RESOLVED** that no further action is required.
- 4.6 To give access to Google Drive to all councillors  
**RESOLVED** that no further action is required.
- 4.7 To engage the service provider in respect of access issues for the Chair, Vice Chair and Clerk mailboxes  
**RESOLVED** that no further action is required.
- 4.8 To prepare and distribute a “Rules of Engagement” summary for the Parish Council WhatsApp group  
**RESOLVED** that no further action is required.
- 4.9 To engage with the complainant regarding the pig slurry stench complaint  
**RESOLVED** that no further action is required.
- 4.10 To publish the hidden page regarding the pig farm on the website  
**RESOLVED** that no further action is required.
- 4.11 To notify First Impressions of the approval of the quotation for summer baskets  
**NOTED** that Cllr V. Stones is engaging with First Impressions in respect of the red, white and blue colour scheme of the summer baskets due to the upcoming coronation in 2023.
- 4.12 To revert to the Gardening Club in respect of any decisions required to raise the planter in front of the Gardening Club sign  
**NOTED** that the Gardening Club had decided against raising the planter as it will obscure the visibility of the Gardening Club sign.
- 4.13 To send photos of the (now cut down) nightshade to individuals that may be able to identify if it is nightshade  
**RESOLVED** that no further action is required.
- 4.14 To respond to Wakefield Council confirming the Council’s approval and support of the School Streets trial  
**RESOLVED** that no further action is required.

- 4.15 To formalise and approve the service contract with Mrs J. Jones and Mr N. Dyas  
**RESOLVED** to carry forward to the next meeting. **JJ**
- 4.16 To distribute a list of areas in the village which N. Dyas currently maintains  
**RESOLVED** that no further action is required.
- 4.17 To report back on the outcome of the investigation to determine the land ownership areas in the village which are maintained by the Council  
**NOTED** the grassy areas that Wakefield Council is responsible for maintaining, as well as the frequency with which they perform such maintenance.  
**RESOLVED** to arrange a village walk-around to identify all areas that should be cut regularly and report back at the next meeting. **TH / JC**
- 4.18 To distribute the Wakefield MDC Highways Servicing Contract to the Council  
**RESOLVED** that no further action is required.
- 4.19 To report back on the outcome of the investigation into the feasibility of erecting a flagpole  
**RESOLVED** that the item be revisited again at a future date and that no further action is required at this time.
- 4.20 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  
**RESOLVED** to carry forward to the next meeting. **JJ**
- 4.21 To respond to the invitation to illustrate a Parish map for Darrington Parish with a request for more information and an expression of interest  
**RESOLVED** to postpone this matter until clarity has been obtained regarding expected costs for 2023-24, and to notify the inviter accordingly. **JJ**
- 4.22 To object to planning application 22/01007/FUL (Westlands, Estcourt Road)  
**RESOLVED** that no further action is required.
- 4.23 To object to planning application 22/01918/FUL (Ingle Nook Lodge, Valley Road)  
**RESOLVED** that no further action is required.

- 4.24 To submit a proposal for the consideration of an SLA for resident query response times and email autoreplies  
**RESOLVED** to prepare and implement a standard autoreply on all Parish Council mailboxes **JJ**
- 4.25 To arrange for the collection of the remaining pebbles required for the Tithe Barn car park  
**NOTED** that the collection and laying of the pebbles in the Tithe Barn car park will be completed by the end of the month. **PB**
- 4.26 To submit a request to the church to arrange for improved lighting on the stairs leading up to the Reading Rooms  
**RESOLVED** to formally request approval from the church to fix the lighting on the stairs at the Parish Council's cost, by way of a S137 grant application. **LT**
- RESOLVED** further to table the approval and implementation of a formal S137 policy. **JJ**
- 4.27 To object to planning application 22/019831/FUL (Delph House)  
**RESOLVED** that no further action is required.
- 4.28 To submit a formal request to the church for confirmation of acceptance of the proposal to prune the large tree in the Tithe Barn  
**NOTED** that the approval has been granted and the tree is due to be pruned. **RESOLVED** that no further action is required.

## 5. Correspondence

- 5.1 Invitation to submit comments to Wakefield Council in respect of Wakefield District Local Plan 2036 – Pre-Main Modifications Consultation  
**NOTED** that there are no negative implications for Darrington Parish in the Plan and **RESOLVED** that no further action is required.
- 5.2 Request for meeting with Wakefield Council regarding Darrington Cemetery  
**RESOLVED** that Cllr T. Hirst will liaise with Wakefield Council in this respect, as detailed in item 4.4 above.
- 5.3 Repositioning of "School" warning sign and hanging basket on Estcourt Road  
**RESOLVED** that no further action is required.

## 6 Financial Matters

### 6.1 **NOTED** payments to be approved for November 2022

Date Approved	Item	Pmt 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 October	£128.00	£0.00
10.11.12	36-2223	TFR	Fiona Gray	Re-imburement for dog poo bags	£179.40	£0.00
10.11.12	36-2223	TFR	Fiona Gray	Re-imburement for dog poo bags	£179.40	£29.90
10.11.12	37-2223	TFR	YLCA 1 <sup>st</sup>	Budget training Fiona Gray	£30.00	£0.00
10.11.12	38-2223	TFR	Impressions	Winter flower beds & planters	£1,712.40	£285.40
					<b>£2,384.80</b>	<b>£315.30</b>

### 6.2 **NOTED** payments made for October 2022

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
13.10.22	30-2223	Cheque 978	N Dyas	Gardening/Maintenance September	£192.00	£0.00
13.10.22	31-2223	Cheque 979	Ponty VA 925	Clerk Duties September	£300.00	£0.00
			Tom			
13.10.22	32-2223	Cheque 980	Lyndon Website	Website domain, email address, GoogleDrive	£205.00	£0.00
				<b>TOTAL</b>	<b>£697.00</b>	<b>£0.00</b>

**NOTED** the VAT Refund of £3,123.42 received as income during September 2022 and closing balance on 31 October 2022 of £25,631.84

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

### 6.3 **RESOLVED** to approve the bank reconciliation statement to 31 October 2022 and forecast to the end of the financial year of £18,115.97.

## 7. **To consider planning applications received**

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

	CYC Reference	Address/Description	Darrington Parish Council Decision
7.1	22/01983/FUL	Delph House (Land to Rear), Estcourt Road, Darrington – Erection of 1 no. detached bungalow	Objection lodged

## 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	22/01733/FUL	19 Estcourt Drive, Darrington – Proposed roof fixed solar panels to rear roof slope	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.

**RESOLVED** that an item for church reports should be added to the agenda.

**JJ**

### 9.2 To consider police report

**NOTED** the police report as provided by Cllr R. Finn.

### 9.3 To consider Gardening Club report

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

**RESOLVED** to explore venue options and prices to host a “History of the Village” event for residents.

**TH**

### 9.4 To consider Village Field Committee report

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

**RESOLVED** to extend an offer of support to the Village Field Committee for 2023’s fireworks event.

**VS**

### 9.5 To consider newsletter report

**NOTED** that the next newsletter would be distributed during the 3<sup>rd</sup> week of November 2022.

## 10. Governance matters

### 10.1 To consider and decide upon allocation of Councillor responsibilities

**RESOLVED** to approve the proposed working groups allocation.

## 11. Matters requested by Councillors

### 11.1 To consider and approve the cost of cleaning the village benches

**NOTED** that there will be no cost for cleaning the village benches as this will be undertaken on a voluntary basis.

- 11.2 To consider and decide upon arrangements for the collection and putting up of the Parish Christmas tree  
**NOTED** that arrangements are underway, that all lights have been tested and **RESOLVED** that no further action is required.
- 11.3 To consider and retrospectively approve the purchase of farewell cards for the now-retired Councillors  
**RESOLVED** that no further action is required.
- 11.4 To note update in respect of the supply of dog waste bags and general upkeep of the waste stations  
**RESOLVED** to investigate further and provide feedback at the next meeting. **VS**
- 11.5 To consider the preparation and publishing of a document in respect of burial grounds in-and-around Darrington  
**NOTED** feedback received from Cllr T. Hirst. **RESOLVED** that Cllr T. Hirst will continue to research the topic and will provide an update once the document is ready for consideration and review. **TH**
- 11.6 To consider arranging a “History of the Village” event for residents  
**RESOLVED** that Cllr T. Hirst will explore venue options and prices to host a “History of the Village” event for residents, as detailed in item 9.3 above.
- 11.7 To consider and decide upon a communication and engagement plan between the Parish Council and St. Luke’s Church  
**RESOLVED** to further investigate methods to most optimally engage with the church and provide feedback at the next meeting. **LS**
- 11.8 To consider and decide upon offer by community members to maintain the flower bed by the Gardening Club sign as a memorial to a deceased loved one  
**RESOLVED** to approve the offer by community members with effect from Spring 2023.
- 11.9 To consider and approve the implementation of a “disbursement” agreement for regular payments made in respect of ongoing village expenditure e.g. dog waste bags, Tithe Barn plants, etc  
**RESOLVED** to carry forward to the new year. **JJ**
- 11.10 To consider and approve the adoption of a gift register  
**RESOLVED** the adoption and implementation of a gift register. **FG**



11.11 To consider concerns raised in respect of speeding through the village

**NOTED** concerns regarding speeding brought to the attention of Cllr S. Morgan by residents.

**RESOLVED** that any further queries from residents are to be referred to Wakefield Council.

**RESOLVED** further to investigate options for the Parish Council to put up its own traffic signs in the village.

**JC**

11.12 To re-consider and approve a £75 donation for refreshments at the Darrington carol singing service

**RESOLVED** to reverse the previous decision to decline the donation request and approve the donation.

**RESOLVED** further to engage with the school regarding the correct process for future such requests.

**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 payments to be accounted for as S137 grants
- 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

**13. Date of Next Meeting**

It was **RESOLVED** that the next ordinary meeting of Darrington Parish Council would be Thursday 8 December 2022 at 7pm at Darrington Reading Rooms.

**Meeting closed at 21h20**