

Minutes of the ordinary meeting of Darrington Parish Council
Meeting held Thursday 9 February 2023 at DARRINGTON READING
ROOMS, PHILIP'S LANE, DARRINGTON,
PONTEFRACT, WF8 3BH

Present Cllr L. Thompson (Chair) (LT), Cllr F. Gray (FG), Cllr V. Stones (VS), Cllr M. Whiteley (MW), Cllr T. Hirst (TH);
Ms J. Jones

In Attendance

Cllr D. Jones, Cllr T. Hames, Cllr G. Ayre and 6 residents were in attendance.

Action

1. Apologies

To note apologies and approve reasons for absence

NOTED apologies received from Cllr P. Batty and Cllr J. Cox and **APPROVED** reasons for absence.

1.1 To receive the resignation of Cllr S. Morgan and declare a vacancy in respect of the council seat

NOTED the resignation received from Cllr S. Morgan and **RESOLVED** to declare a vacancy in respect of her council seat.

RESOLVED to notify Wakefield Council accordingly.

JJ

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 12 January 2023

RESOLVED to approve said minutes as a true and accurate record of the ordinary meeting held on 9 January 2023.

4. To receive information on the following ongoing issues

- 4.1 To receive presentation from Darrington Village Field Committee in respect of plans for the village field

RECEIVED information from Darrington Village Field Committee in respect of plans for the village field. **NOTED** the request to support the Committee in obtaining finances to replace the village field play equipment.

NOTED that the Village Field Committee will re-engage with the Council once they have more clarity as to the final budget required.

RESOLVED to provide Cllr David Jones' contact details to the Village Field Committee to support their grant application efforts. **JJ**

- 4.2 To publish the document in respect of burial grounds in-and-around Darrington in the next newsletter and on the Parish Council website

RESOLVED that no further action is required

- 4.3 To organise a public meeting to afford Wentbridge residents of the opportunity to become more informed of the implications of the outcome of the Community Governance Review

RESOLVED that no further action is required.

- 4.4 To notify Wentbridge residents of the public meeting by way of preparation and distribution of leaflets

RESOLVED that no further action is required.

- 4.5 To make formal written representation via email to relevant stakeholders at Wakefield Council and to publish such representation as an open letter on the Parish Council website

RESOLVED that no further action is required.

- 4.6 To provide feedback on the repair of the village notice boards

RESOLVED to carry forward to the next meeting.

- 4.7 To assist in obtaining monthly policing statistics

RESOLVED to carry forward to the next meeting.

- 4.8 To publish the adopted Section 137 policy on the Parish Council website

RESOLVED that no further action is required.

- 4.9 To engage with the required Councillors in respect of the outstanding internal audit action items.

NOTED that this item was ongoing and that no further action is required.

- 4.10 To engage with a former councillor in respect of identified air crash anniversary CDs

NOTED that Cllr F. Gray had been in touch with the former councillor and that 80 CDs had initially been produced, 49 were given away to various interested parties and the remaining 31 CDs are now in the possession of Cllr F. Gray.

RESOLVED that the CDs should be made available to purchase for £5 each and that this should be published on the website. **JJ**

- 4.11 To publish the adopted Transparency Policy on the Parish Council website

RESOLVED that no further action is required.

- 4.12 To publish the Policy Review Schedule on the Parish Council website

RESOLVED that no further action is required.

- 4.13 To appoint the same internal auditor as was used for the previous audit

RESOLVED to carry forward to the next meeting.

5. Correspondence

- 5.1 Correspondence received in respect of planning application 22/02438/FUL – Philips Lane/Estcourt Road

NOTED correspondence received from a resident in respect of planning application 22/02438/FUL.

RESOLVED that as the planning application had not yet been distributed by Wakefield Council to the Parish Council and that the resident had not requested that the Parish Council support any objection at this time, no further action is required.

6 Financial Matters

6.1 NOTED payments to be approved for February 2023

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
09.02.23	49-2223	TFR	Wix.com	Annual website hosting	£136.80	£22.80
09.02.23	50-2223	TFR	The Community Heartbeat Trust	Admin Support Cost Year 6	£162.00	£27.00
09.02.23	51-2223	Chq 0982	M. Flaherty	Electricity Tithe Barn Christmas	£35.00	£0.00
09.02.23	52-2223	TRF	PontyVA 925	Website & social media service	£300.00	£0.00
09.02.23	53-2223	TRF	PKF Littlejohn	External Auditor AGAR	£288.00	£48.00
09.02.23	54.2223	TRF	JJ Electrical	Reading Rooms lighting	£264.84	£44.14
				TOTAL	£1,186.64	£141.94

6.2 NOTED payments made for January 2023

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
12.01.23	46-2223	TFR	YLCA	Whole Council Training	£320.00	£0.00
12.01.23	47-2223	TFR	PontyVA 925	Website & social media service	£300.00	£0.00
12.01.23	48-2223	TFR	Public Works Loan Board	Loan payment	£1,104.17	£0.00
				TOTAL	£1,724.17	£0.00

NOTED no income received during January 2023 and closing balance on 31 January 2023 of £17,856.52

RESOLVED to settle all above accounts with immediate effect.

NOTED that the precept demand had been approved by Wakefield Council.

6.3 To receive and approve the bank reconciliation to 31 January 2023 and review spend against the budget to 31 January 2023

RESOLVED to approve the bank reconciliation statement to 31 January 2023 and forecast to the end of the financial year of £17,790.52.

6.4 To receive feedback in respect of the 2021/22 external audit

NOTED that the AGAR had been approved by PKF Littlejohn and had been published on the website.

7. To consider planning applications received

	CYC Reference	Address/Description	Darrington Parish Council Decision
7.1	22/02588/FUL	Cedar Hurst, Estcourt Road, Darrington – Raising of roof height, first floor extension to front and rear, addition of openings to side elevation and rendering of walls	RESOLVED to object based on loss of amenity

MW

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	22/01853/LBC	Wenthill Farmhouse, Great North Road, Wentbridge – Erection of a single storey rear extension	Application approved

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

9.1 To consider school report

NOTED no report available due to the resignation of Cllr S. Morgan.

RESOLVED to carry forward the decision as to who should replace Cllr S. Morgan as the Council Representative to the school

9.2 To consider police report

NOTED nothing to report.

9.3 To consider Gardening Club report

NOTED the Gardening Club report as provided by Cllr F. Gray.

9.4 To consider Village Field report

NOTED nothing to report.

9.5 To consider newsletter report

NOTED that the next newsletter is due to be distributed after the general elections in May/June 2023.

9.6 To consider Church report

NOTED the Church report as provided by Cllr L. Thompson.

10. Governance matters 42.48hr

10.1 To consider and adopt a Statement of Internal Control

RESOLVED to adopt the proposed Statement of Internal Control and to publish same on the Parish Council website.

JJ

10.2 To consider and adopt an Internet Banking Policy

RESOLVED to adopt the proposed Statement of Internal Control and to publish same on the Parish Council website.

JJ

11. Matters requested by Councillors

11.1 To receive feedback on the Wentbridge public meeting held 6th February 2023 and to decide upon further action

NOTED that the meeting had taken place with 18 residents in attendance and that the Parish Council had been clear in its objection to the de-parishing of Wentbridge. **NOTED** further that of the 18 residents in attendance, 16 were in support of the objection.

RESOLVED that next steps are to send an open letter, via email, directly to the various stakeholders at Wakefield Council and to reiterate the Parish Council's objection once again, as well as request an urgent review of the decision.

LT

RESOLVED further to place the open letter on the Darrington Parish Council website.

JJ

11.2 To receive feedback on the roadside grass verge review

NOTED the report and recommendations presented by Cllr T. Hirst in respect of maintenance of the roadside grass verges.

RESOLVED for Cllr T. Hirst to engage with the volunteers involved with the maintenance of the grass verges on an annual basis, to thank them for their volunteer work as well as obtain confirmation as to whether they will be volunteering again for the following year.

RESOLVED further that the gardening services agreement with Nick Dyas should be updated to reflect the agreed changes to his gardening schedule.

JJ

RESOLVED that due to health and safety requirements, the Parish Council will not maintain the grass verges on the slip roads onto and off the A1 and that this should remain the responsibility of National Highways.

RESOLVED to await the outcome of the Community Governance Review before making any decisions regarding maintenance of the grass verges in Wentbridge.

- RESOLVED** to investigate whether the maps and associated areas of responsibility could be published on the website. **JJ/TH**
- 11.3 To receive feedback on progress regarding planning for the history talk
NOTED plans and costs for the event to be held at the Darrington Golf Club on Friday the 24th of February 2023.
- RESOLVED** that donations of £4 per person will be requested at the door to cover the cost of the event, and any shortfall will be funded by Parish Council.
- RESOLVED** further that notices are to be published on the notice boards, social media and website to advertise the event. **TH/JJ**
- 11.4 To receive feedback on the proposed solar development at the Glassworks in Knottingley
NOTED feedback received from Cllr F. Gray in respect of the proposed solar farm on the corner of Havercroft Lane and Leys Road.
- NOTED** no objections to the proposed development.
- 11.5 To consider and approve spend for the required alterations to the power supply for the Christmas lights
RESOLVED to obtain a quotation for the required alterations to the power supply for the Christmas lights **VS**
- 11.6 To consider and decide upon location for installation of two surplus benches in the village
RESOLVED that one of the benches is to be installed along Marlpit Lane and the other to be installed along Valley Road.
- RESOLVED** further to decide upon the installation requirements for each of the benches. **VS**
- 11.7 To consider and decide upon location for installation of two available dog waste stations
RESOLVED that one of the dog waste stations is to be installed along Marlpit Lane. **VS**
- RESOLVED** to investigate whether the second dog waste station can be installed either near to the Gardening Club's Jubilee sign, along the path going up the A1 or along Philips Lane. **VS**
- 11.8 To consider and decide upon plans and budget for the Coronation
RESOLVED to investigate options and make suggestions for the Coronation. **ALL**

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 review the Council Asset Register
- 12.2 To consider and adopt a Risk Assessment Policy
- 12.3 To consider and adopt a Disbursement Policy and Agreement
- 12.4 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 9 February 2023 at 7pm at Darrington Reading Rooms.

Meeting closed at 20h40.