

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

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

**In Attendance**

Cllr T. Hames, 2 WMDC police officers and 3 residents were in attendance.

**Action**

**1. Apologies**

To note apologies and approve reasons for absence

**NOTED** apologies received from Cllr D. 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 9 February 2023

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

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

4.1 To notify Wakefield Council of the resignation of Cllr S. Morgan

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

4.2 To provide Cllr D. Jones' contact details to the Village Field Committee

**RESOLVED** that no further action is required

- 4.3 To provide feedback on the repair of the village notice boards  
**RESOLVED** to carry forward to the next meeting.
- 4.4 To assist in obtaining monthly policing statistics  
**RESOLVED** that no further action is required.
- 4.5 To publish the sale of the air crash anniversary CDs on the website  
**RESOLVED** to carry forward to the next meeting.
- 4.6 To appoint the same internal auditor as was used for the previous audit  
**RESOLVED** that no further action is required.
- 4.7 To consider and decide upon a councillor representative to the school  
**RESOLVED** that Cllr V. Stones will become the councillor representative to the school.
- 4.8 To publish the Statement of Internal Controls on the website  
**RESOLVED** that no further action is required.
- 4.9 To publish the Internet Banking Policy on the website  
**RESOLVED** that no further action is required.
- 4.10 To send an open letter to the stakeholders at Wakefield Council in respect of the Parish Council's objection to the proposed outcome of the Community Governance Review for Wentbridge  
**RESOLVED** that no further action is required.
- 4.11 To place the open letter on the website  
**RESOLVED** that no further action is required.
- 4.12 To investigate whether the maps pertaining to the allocation of responsibility for maintenance of the village grass verges can be published on the website  
**RESOLVED** to carry forward to the next meeting.
- 4.13 To publish notices of the History of Farming in Darrington event on the notice boards, social media and website  
**RESOLVED** that no further action is required.

TH

4.14 To obtain a quotation for the required alterations to the power supply for the Christmas lights

**RESOLVED** that this matter is ongoing, and feedback will be provided at a later meeting.

4.15 To decide upon the installation requirements for each of the benches to be installed

**RESOLVED** to agree the location for the benches and dog waste stations.

**RESOLVED** further for the benches and dog waste stations to be installed at the agreed locations. **PB**

4.16 To investigate options and make suggestions for the Coronation

**RESOLVED** that a 1940's Coronation Event will be arranged for the evening of Friday the 5<sup>th</sup> of May 2023 at the Darrington Golf Club and the agreed singer will be contracted for the evening. **TH**

**RESOLVED** to approve the cost to hire the venue, contract the singer for the evening and the meal cost per head.

**RESOLVED** to advertise the event on the notice boards and social media, and to sell tickets via Eventbrite and in-person where possible. **JJ/TH**

**RESOLVED** that a bring-your-own-picnic Games Day will be arranged for Sunday the 7<sup>th</sup> of May 2023 on the village field and that the cost of hiring play equipment for the day will be investigated and reported back at the meeting. **LT/VS**

**RESOLVED** to liaise with the Village Field Committee in respect of the proposed Games Day. **VS**

## 5. Correspondence

5.1 Wakefield Community Governance Review response and Community Governance Order

**NOTED** feedback received from Cllr J. Cox in respect of his ongoing engagement with Wakefield Council.

**NOTED** further the Council's dissatisfaction with the response received (or lack thereof) from Wakefield Council in respect of the open letter submitted to several stakeholders in the Council.

**RESOLVED** to liaise with the residents of Wentbridge to discuss and agree next steps and future meetings. **JC/MW**

5.2 Wakefield Council Grounds Maintenance SLA 2023/2024

**RESOLVED** to approve and sign the proposed Ground Maintenance SLA and return to Wakefield Council for their records.

JJ

**6 Financial Matters**

6.1 **NOTED** payments to be approved for March 2023

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
09.03.23	57-2223	TRF	YLCA	Risk Assessment Training	£25.00	£0.00
09.03.23	58-2223	TRF	PontyVA 925	Social Media/Website services	£300.00	£0.00
09.03.23	59-2223	TRF	N. Dyas	Gardening services	£320.00	£0.00
09.03.23	60-2223	TRF	Fiona Gray	Repmt JRB Ents Dog poo bags	£161.10	£26.85
				<b>TOTAL</b>	<b>£806.10</b>	<b>£26.85</b>

6.2 **NOTED** payments made 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
				<b>TOTAL</b>	<b>£1,186.64</b>	<b>£141.94</b>

**NOTED** no income received during February 2023 and closing balance on 28 February 2023 of £19,701.36

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

6.3 To receive and approve the bank reconciliation to 28 February 2023 and review spend against the budget to 28 February 2023

**RESOLVED** to approve the bank reconciliation statement to 28 February 2023 and forecast to the end of the financial year of £17,694.88

**7. To consider planning applications received**

**NOTED** no planning applications published for the previous month.

**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	22/01496/FUL	The Loft Tumbling Hill, Carleton – Demolition of existing building and the construction of a detached garage with home office above	Application approved
8.2	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** nothing to report

### 9.2 To consider police report

**NOTED** the report provided by 2 police officers of the WMDC, including crime statistics for the Darrington/Pontefract area.

### 9.3 To consider Gardening Club report

**NOTED** the Gardening Club report as provided by Cllr F. Gray, including the successful flower arranging event which had taken place earlier in the month as well as upcoming events.

### 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, including the church lunches which are due to re-commence from 13<sup>th</sup> April 2023 in the Reading Rooms.

**NOTED** further a request from the church to support a complaint regarding issues with residents parking on Philips Lane, which is causing difficulty in accessing the church by car.

**RESOLVED** to investigate whether a “tourist” sign could be erected for the church highlighting that it is a 12<sup>th</sup> century church.

**LT**

## 10. Governance matters

### 10.1 To review the Council Asset Register

**RESOLVED** to approve the Council Asset Register and to investigate whether the Council-owned lawnmower can be “donated” to Wilson Farm, or if this will create a conflict of interest.

**TH**

10.2 To consider and adopt a Risk Assessment Policy

**RESOLVED** to adopt the proposed Risk Assessment Policy and to publish it on the website. **JJ**

**RESOLVED** further that completion of the required risk assessments will be coordinated with the rest of the councillors. **TH**

10.3 To consider and adopt a Disbursement Policy and Agreement

**RESOLVED** to carry this forward to the next meeting.

10.4 To consider and adopt a Gift Register

**RESOLVED** to carry this forward to the next meeting.

### 11. Matters requested by Councillors

11.1 To receive feedback from residents in respect of the Community Governance Review outcome for Wentbridge

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

11.2 To consider and decide upon Feast & Fayre stall suggestions

**NOTED** a proposal by Cllr V. Stones for a “which Councillor was born where” competition at the stall.

**RESOLVED** to approve the proposal and prepare for the Feast & Fayre for June. **VS**

### 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 adopt a Documentation Retention Policy

12.2 To consider and adopt a Social Media Policy

12.3 To consider and adopt a Website Management Policy

12.4 To include an agenda item for YLCA branch meeting report backs

### 13. Date of Next Meeting

It was **RESOLVED** that the next ordinary meeting of Darrington Parish Council will be Thursday 12 April 2023 at 7pm at Darrington Reading Rooms.

**Meeting closed at 21h04.**