

Minutes of the ordinary meeting of Darrington Parish Council held  
Thursday 9 November 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, Cllr K. Whalley, Cllr L. Dale, Cllr P. Patty, Cllr D. Burns, Ms J. Jones

**In Attendance**

Cllr T. Hames and 1 resident in attendance.

**Action**

**1. Apologies**

To note apologies and approve reasons for absence

**NOTED** apologies received from Cllr T. Hirst and **RESOLVED** to approve reason for absence.

**2. Application for Co-option**

**CONSIDERED** an application for co-option received by the Council in accordance with the Council's co-option policy and **RESOLVED** to approve the co-option of Mr Dennis Burns onto the Council with immediate effect.

**RESOLVED** to notify Wakefield Council of the co-option of Cllr D. Burns onto the Council.

**JJ**

**3. Declarations of Interest**

3.1 To note any declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests

None received.

3.2 To receive, consider and decide upon any applications for dispensation

None received.

**4. Minutes of Previous Meeting**

To confirm the minutes of the ordinary meeting of Darrington Parish Council held on 12 October 2023

**RESOLVED** to approve said minutes as a true and accurate record of the ordinary meeting held on 12 October 2023.

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

- 5.1 To receive confirmation from Wakefield Council regarding the ability to co-opt a new councillor for the declared vacancy

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

- 5.2 To order the required anchor points (2 “fixings” per bench) for the installation of the 2 benches

**NOTED** that the anchor points had been ordered at a total cost of £103.00 + VAT and that delivery is awaited.

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

- 5.3 To engage with Cllr P. Batty in respect of the installation of the 2 village benches and the remaining 2 dog waste stations

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

**LD/PB**

- 5.4 To receive feedback from Wakefield Council’s intended site visit in respect of making the junction of Valley Road and Havercroft Lane safer

**NOTED** feedback received from Cllr T. Hirst and **NOTED** that an update will be provided at the next meeting.

**TH**

- 5.5 To sample the digital newsletter with the Council

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

- 5.6 To update the Parish Council website to be more accessible and relevant

**RESOLVED** to remove this item from the agenda until such time as progress can be reported on.

- 5.7 To present additional logo design options to the Council

**RESOLVED** to approve and distribute the revised logo for use with immediate effect.

**JJ**

- 5.8 To present 3 options for the replacing of the Darrington Plane Crash Memorial Plaque, with requisite mock-ups and costs per option

**CONSIDERED** the options and indicative costs presented.

**CONSIDERED** and **RESOLVED** to approve the proposed fundraising suggestions.

**NOTED** that an update will be provided at the next meeting.

**JC**

5.9 To follow up with Yorkshire Air Ambulance on completion of the S137 application

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

5.10 To engage with the school regarding providing support for planning and maintaining a school garden

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

**LD**

5.11 To arrange refreshments for the Memorial Event

**NOTED** that arranging of refreshments was in hand.

**RESOLVED** to approve spend of up to £100 for refreshments for the Memorial Event.

5.12 To arrange the set-up of the Reading Rooms for the Memorial Day event

**NOTED** that planning and organising for the event is in hand.

**LT/JC**

5.13 To investigate the creation of a “vulnerable support” flyer for vulnerable residents

**NOTED** a first draft of the proposed flyer.

**RESOLVED** to design the flyer and table for approval at the next meeting.

**LD/JJ**

**RESOLVED** further that the flyer will be distributed with the next newsletter during 2024.

5.14 To discuss supporting the Christmas Carols in the Tithe Barn event with the school

**NOTED** that progress had not yet been made in this respect

5.15 To discuss Wakefield Council’s request for clarification of what areas need to be cut, and when, with the Chair of the Village Field Trust

**RESOLVED** to engage with the Village Field Committee to determine their maintenance requirements for the Village Field. **RESOLVED** further to contact Wakefield Council to add such requirements to the maintenance agreement for 2024.

**LT**

5.16 To request Cllr P. Batty to engage with National Highways in respect of the cutting of the verges along the A1 slip road

**RESOLVED** to contact National Highways in this respect.

**PB**

5.17 To coordinate the planting of the winter planters with volunteer members of the Council

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

5.18 To investigate sponsoring some of the cost of the Christmas tree lighting

**RECEIVED** feedback that sponsors had already been obtained for approximately 16 of the Christmas tree lights.

**RESOLVED** to provide an update at the next meeting.

**VS**

5.19 To consider and decide upon setting up of motor bike barriers on Back Lane

**RESOLVED** to engage with Cllr T. Hames and Wakefield Council in respect of the possibility of setting up barriers on Back Lane to reduce the use of the village footpaths by motorbikes.

**PB**

5.20 To expand on the amount of information regarding services available in the community on the website

**RESOLVED** that this item is ongoing.

**JJ**

5.21 To create a pamphlet which provides answers to frequently asked questions

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

**JJ**

5.22 To provide information on questions that are regularly asked

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

**ALL**

## **6. Correspondence**

6.1 Search for potential sites for public electric vehicle charging infrastructure

**RESOLVED** to advise Wakefield Council of the locations considered to be suitable for public electric vehicle charging infrastructure.

**JJ**

6.2 First Impressions – Invitation to order hanging baskets and estimate

**NOTED** the invitation to order and estimate provided.

**RESOLVED** to approve the estimate and notify First Impressions accordingly.

**JJ**

6.3 Delph House – Correspondence from Cllr T. Hames

**NOTED** feedback received from Cllr T. Hames in respect of the unexpected approval of planning application 22/01983/FUL.

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

## 7. Financial Matters

### 7.1 NOTED payments to be approved for November 2023

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
09.11.23	30-2324	TRF	Amanda Brundell	Plants & compost for winter planters & beds	£287.00	£0.00
09.11.23	31-2324	TRF	Tomlyndon Website	Darrington.org domain & email addresses	£168.00	£0.00
09.11.23	32-2324	TRF	PontyVA 925	Website, social media, residents – Oct	£330.00	£0.00
09.11.23	33-2324	TRF	WMDC	Re-charge for council election May	£139.00	£0.00
09.11.23	34-2324	TRF	N Dyas	Gardening maintenance Oct 8hrs @ £16	£128.00	£0.00
09.11.23	35-2324	TRF	V Stones	Gravel for new tree	£11.50	£0.00
				<b>TOTAL</b>	<b>£1,063.00</b>	<b>£0.00</b>

### 7.2 NOTED payments made for October 2023

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
12.10.23	25-2324	TRF	N. Dyas	Gardening / Maintenance 16 hrs (Sep)	£256.00	£0.00
12.10.23	26-2324	TRF	PontyVA 925	Social Media / website / residents (Sep)	£330.00	£0.00
12.10.23	27-2324	TRF	Fiona Gray	Re-imburse-Gift-Scott Davis Intl Auditor	£100.00	£16.67
12.10.23	28-2324	TRF	Linda Thomspson	Re-imburse - Wreath for air crash memorial	£20.00	£0.00
12.10.23	29-2324	TRF	Carter & Jackson	Printing of newsletter	£107.00	£0.00
				<b>TOTAL</b>	<b>£686.00</b>	<b>£16.67</b>

**NOTED** no income received during October 2023.

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

**NOTED** the bank balance at 31 October 2023 as £26,932.46.

### 7.3 To receive and approve the bank reconciliation and review spend against the budget to 31 October 2023

**RESOLVED** to approve the bank reconciliation to 31 October 2023, and forecast to the end of the financial year of £14,920.72.

7.4 To consider and decide upon the precept demand for the 2023/24 financial year

**CONSIDERED** recommendations made by Cllr F. Gray in respect of the anticipated precept requirement for the upcoming financial year.

**RESOLVED** to approve, in principle, a 10% increase on the precept demand for the 2023/24 financial year.

**8. To consider planning applications received**

	CYC Reference	Address/Description	Council Decision
8.1	23/01932/TPO	1 Tumbling Hill, Carleton, Pontefract – Fell T1 Sycamore	No objection

**9. To receive information on finalised planning applications**

	CYC Reference	Address/Description	Wakefield Council Decision
9.1	22/01983/FUL	Delph House (Land to Rear) – Erection of 1no. detached bungalow	Application Approved
9.2	23/01469/FUL	13 Valley Road – Single storey extension to side/rear	Application Approved

**10. Reports – School, Police, Gardening Club, Village Field, Newsletter**

10.1 To consider school report

**NOTED** nothing to report.

10.2 To consider police report

**NOTED** report provided by Cllr V. Stones.

10.3 To consider Gardening Club report

**NOTED** the Gardening Club report as presented by Cllr F. Gray.

10.4 To consider Village Field report

**NOTED** the Village Field report as presented by Cllr K. Whalley.

10.5 To consider newsletter report

**NOTED** that the next newsletter will be distributed in 2024 and will include a “thank you” to residents and local businesses that have sponsored the new Christmas tree light brackets in the village, as well as a breakdown of how the Parish Council spends the annual precept.

10.6 To consider Church report

**NOTED** the church report as presented by Cllr L. Thompson.

10.7 To consider YLCA branch meeting report

**NOTED** nothing to report.

## 11. Governance matters

11.1 To consider and approve planning register

**RESOLVED** to approve the proposed planning register and implement with immediate effect.

11.2 To consider and approve volunteer form

**RESOLVED** to approve the proposed volunteer form and implement with immediate effect.

11.3 To review and decide upon any amendments to the Co-Option Procedure

**REVIEWED** the Co-Option procedure and **RESOLVED** that no amendments are required.

## 12. Matters requested by Councillors

12.1 To consider and decide upon the “information” white board in the Reading Rooms

**NOTED** feedback in respect of the preferred information to be detailed on the white board.

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

12.2 To note correspondence in respect of Cold Calling Control Zones

**NOTED** information provided in respect of Cold Calling Control Zones.

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

12.3 To consider and decide upon format, content, and distribution of newsletter

**RESOLVED** to carry forward to the next meeting with the intention to explore improvement opportunities for the content, branding, and distribution of the newsletter. **LD**

12.4 To consider and decide upon any action to be taken regarding the pavement from Kensworth House to the traffic lights, which is now uneven due to tree roots

**RESOLVED** to engage with Wakefield Council to obtain guidance as to how this can be rectified. **TH**

12.5 To consider and decide upon placing of wood chippings down in the Tithe Barn to control weeds

**RESOLVED** to explore whether wood chippings can be sourced cheaply for the Tithe Barn garden beds.

**LT**

**13. Matters for inclusion on the agenda for the next meeting**

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

13.1 None raised.

**14. Date of Next Meeting**

It was **RESOLVED** that the next ordinary meeting of Darrington Parish Council will be held on Thursday 14 December 2023 at 7pm at Darrington Reading Rooms.

**Meeting closed at 21h09.**