

Minutes of the ordinary meeting of Darrington Parish Council held
Thursday 12 October 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 T. Hirst (TH); Cllr V. Stones, Cllr K. Whalley, Cllr L. Dale, Ms J. Jones

In Attendance

Cllr B. Mayhew in attendance.

Action

1. Apologies

To note apologies and approve reasons for absence

NOTED apologies received from Cllr P. Batty and **RESOLVED** to approve reason for absence.

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 14 September 2023

RESOLVED to approve said minutes as a true and accurate record of the ordinary meeting held on 14 September 2023, subject to 2 changes that had already been made.

4. To receive information on the following ongoing issues

4.1 To notify Wakefield Council of the declared vacancy

NOTED that Wakefield Council had been notified of the declared vacancy and that the required posters had been placed on the village notice boards.

NOTED further that confirmation is awaited from Wakefield Council to fill the vacancy by co-option (assuming that the requirements for a by-election are not fulfilled).

JJ

4.2 To install the benches and dog waste stations at the agreed locations

RESOLVED to order the required anchor points (2 “fixings” per bench) for the installation of the 2 benches. **FG**

RESOLVED that Cllr L. Dale will engage with Cllr P. Batty in respect of the installation of the 2 village benches and the remaining 2 dog waste stations. **LD/PB**

4.3 To investigate the legal requirements for a volunteer register and consider volunteer registers in place for other organisations

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

4.4 To contact Wakefield Council and request that they investigate options to making the junction of Valley Road and Havercroft Lane safer

NOTED that Wakefield Council is due to visit the site and decide upon any action to be taken.

RESOLVED to receive feedback at the next meeting. **TH**

4.5 To respond to the resident requesting the Council to investigate the possibility of putting up acoustic barrier fencing along the A1

RESOLVED that no further action is required.

4.6 To sample the digital newsletter with the Council

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

4.7 To provide a list of the residents who have not received the newsletter via email to Ms J. Jones, who in turn will test these email addresses to verify if they are correct

RESOLVED that no further action is required.

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

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

4.9 To present a logo idea and decide upon a suitable Parish Council logo for the Council

CONSIDERED 3 logos presented to the Council and **RESOLVED** to present additional design options at the next meeting. **JJ**

4.10 To investigate the options to repairing or replacing the Darrington Plane Crash Memorial Plaque, with requisite costs for each alternative

NOTED feedback from Cllr J. Cox in respect of the 3 options for the plaque.

RESOLVED that mock-ups of each option will be presented at the next meeting, with requisite costs per option. **JC**

4.11 To ask Yorkshire Air Ambulance to complete and submit a S137 application for payment of the approved grant

RESOLVED to follow up with Yorkshire Air Ambulance for completion of the S137 application. **JJ**

4.12 To forward the resident complaint in respect of the village field to the Village Field Trust

RESOLVED that no further action is required.

4.13 To engage with the Gardening Club to gain support for teaching the children to plan and maintain a school garden

NOTED a meeting scheduled with the school for the following week.

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

4.14 To submit the completed Declaration of Interest forms to Wakefield Council

RESOLVED that no further action is required.

4.15 To follow up with the Royal British Legion in respect of a representative attending the Memorial Service

NOTED that the Royal British Legion will not be able to offer a representative to attend the Darrington Memorial Service.

RESOLVED that Cllr K. Whalley and Cllr L. Thompson will arrange the refreshments for the event. **KW/LT**

RESOLVED further that Cllr J. Cox will arrange the set up of the Reading Rooms on the day and will engage with the Council in respect of the choice of poem to be read on the day. **JC**

4.16 To investigate venue options to facilitate HSBC presenting to vulnerable residents in Darrington

NOTED feedback received from Cllr L. Dale.

RESOLVED to investigate the creation of a “vulnerable support” flyer which provides vulnerable residents with information to support them with various acts of daily living as well as trusted people that they can contact for assistance and/or support. **LD**

4.17 To engage with Age UK regarding their support to the vulnerable and elderly in Darrington and whether they could attend the HSBC presentation

RESOLVED that this matter was discussed as part of 4.16 above and that no further action is required under this item.

4.18 To provide Cllr L. Dale with the contact details of one of the residents that are currently involved with Age UK

RESOLVED that no further action is required.

4.19 To engage with the school PTFA regarding supporting the Christmas Carols in the Tithe Barn event by purchasing and contributing refreshments for the event

RESOLVED that this will be discussed with the school at the meeting scheduled for the following week. **LD**

4.20 To prepare the holes in the ground required for the relocation of the Tithe Barn notice board.

RESOLVED that no further action is required.

4.21 To add the Tithe Barn notice board to the asset register

RESOLVED that no further action is required.

4.22 To contact Wakefield Council in respect of its grass-cutting obligations for Darrington

NOTED feedback received from Wakefield Council and **RESOLVED** to discuss their request for clarification of what areas need to be cut, and when, with the Chair of the Village Field Trust. **LT**

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

4.23 To forward all planning lists received to Cllr J. Cox

RESOLVED that no further action is required.

4.24 To prepare a planning register of applications received in the past 12 months

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

4.25 To receive an update on the village field firework display

NOTED an update provided by Cllr K. Whalley in respect of the village field firework display.

4.26 To instruct the service provider to commence with the installation of new cables and a lockable enclosure, in preparation for putting up of the Christmas lights

RESOLVED that no further action is required.

4.27 To engage with the named resident regarding planting of the winter planters

NOTED feedback provided and **RESOLVED** to coordinate the planting of the winter planters with volunteer members of the Council. **FG**

RESOLVED to approve spend of up to £600 for purchasing of the winter plants.

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

NOTED feedback received and **RESOLVED** to carry forward to the next meeting for further updates. **VS**

4.29 To advise First Impressions that they will be erecting the Christmas tree lighting in lieu of the winter planters for 2023

RESOLVED that no further action is required.

4.30 To include an item in the newsletter regarding the dog waste stations

RESOLVED that no further action is required.

5. Correspondence

5.1 Winter Service – Salt Provision for Parish and Town Councils

RESOLVED that due to Darrington not owning its own land, the offer for salt cannot be accepted.

5.2 YLCA Training Programme – October 2023 to December 2023

RESOLVED to approve the cost for Cllr J. Cox to attend the YLCA's November training session on Understanding the Planning System.

5.3 Thank you from Darrington Ladies Group

NOTED a thank you letter received from the Darrington Ladies Group for the S137 donation towards their outing.

6. Financial Matters

6.1 NOTED payments to be approved 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 Thompspon	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
TOTAL					£686.00	£16.67

6.2 NOTED payments made for September 2023

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
14.09.23	23-2324	TRF	PontyVA 925	Social Media / website / residents (Aug)	£330.00	£0.00
14.09.23	24-2324	TRF	N. Dyas	Gardening / Maintenance 16 hrs (Aug)	£256.00	£0.00
TOTAL					£586.00	£0.00

NOTED no income received during September 2023.

RESOLVED to settle all October accounts with immediate effect.

NOTED the bank balance at 30 September 2023 as £27,745.46.

6.3 To receive and approve the bank reconciliation and review spend against the budget to 30 September 2023

RESOLVED to approve the bank reconciliation to 30 September 2023, and forecast to the end of the financial year of £14,937.72.

7. To consider planning applications received

	CYC Reference	Address/Description	Council Decision
7.1	23/01796/FUL	Welcome Break, Great North Road (A1) – Installation of a detached food-to-go building (Greggs Pod) and other associated minor site alterations	No objection

8. To receive information on finalised planning applications

None received.

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

9.1 To consider school report

NOTED feedback received from Cllr L. Dale.

9.2 To consider police report

NOTED the crime report provided by West Yorkshire Police.

9.3 To consider Gardening Club report

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

9.4 To consider Village Field report

NOTED the Village Field report as presented by Cllr K. Whalley and Cllr V. Stones.

9.5 To consider newsletter report

NOTED that the printed newsletters were available at the meeting for distribution by the councillors.

9.6 To consider Church report

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

9.7 To consider YLCA branch meeting report

NOTED the YLCA branch meeting report as presented by Cllr L. Thompson.

10. Governance matters

10.1 To consider and approve planning register

RESOLVED to carry forward to the next meeting.

JJ

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

RESOLVED to carry forward to the next meeting.

JJ

11. Matters requested by Councillors

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

RESOLVED to carry forward to the next meeting.

PB

11.2 To consider and decide upon ongoing maintenance of the Gardening Club flower bed

RESOLVED to plant winter planters in the flower bed for this year and from 2024, to request that First Impressions once again looks after the bed.

11.3 To consider and decide upon preferable ways in which to best engage with resident complaints and queries

RESOLVED to expand on the amount of information regarding services available in the community on the website. **JJ**

RESOLVED further to create a pamphlet which provides answers to frequently asked questions. **JJ**

RESOLVED to provide information on questions that are regularly asked to Mrs J. Jones for inclusion on the website and in the pamphlet. **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 consider and decide upon the "information" white board in the Reading Rooms (LT)

12.2 To consider and decide upon the precept for the 2024/25 financial year (FG)

13. Date of Next Meeting

It was **RESOLVED** that the next ordinary meeting of Darrington Parish Council will be held on Thursday 9 November 2023 at 7pm at Darrington Reading Rooms.

Meeting closed at 20h36.