

Minutes of the Ordinary Meeting of Darrington Parish Council held Thursday 11 July 2024 at DARRINGTON READING ROOMS, PHILIP'S LANE, DARRINGTON, PONTEFRACT, WF8 3BH

Present Cllr L. Thompson (LT), Cllr F. Gray (FG), Cllr V. Stones, Cllr L. Dale (LD) and Cllr P. Batty (PB).

In Attendance

Cllr B. Mayhew, Cllr G. Ayre and 1 resident in attendance.

Action

1. Apologies

To note apologies and approve reasons for absence

NOTED apologies received from Cllr J. Cox, Cllr T. Hirst, Cllr K. Whalley and Cllr D. Burns, and approved reasons thereto.

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 annual meeting of Darrington Parish Council held on 13 June 2024

RESOLVED to approve said minutes as a true and accurate record of the annual meeting held on 13 June 2024.

4. To receive information on the following ongoing issues

4.1 To provide an update on the installation of the benches

RESOLVED to carry forward to the next meeting.

PB

4.2 To engage with Steve Townsend in respect of the Valo Smart City Application

RESOLVED to carry forward to the next meeting.

PB

- 4.3 To continue to engage with Wakefield Council through the working party and to provide an update at the next meeting

RESOLVED to retain on the agenda whilst discussions are ongoing.

JC/DB/PB

- 4.4 To implement the approved Business Continuity Plan

RESOLVED that no further action is required.

- 4.5 To investigate how to place a TPO (Tree Preservation Orders) on a tree in the village

RESOLVED to carry forward to the next meeting.

JC

- 4.6 To provide the TPO link to Ms J. Jones for adding to the website

RESOLVED that no further action is required.

- 4.7 To add information regarding the WhatsApp group on the website and Facebook page

RESOLVED that no further action is required.

- 4.8 To prepare a campaign of Facebook posts communicating various pieces of information regarding living in the village

NOTED an update in respect of the campaign and **RESOLVED** that as this item will be ongoing it is to be removed from the agenda.

- 4.9 To provide feedback regarding the Feast & Fayre at the next meeting

RECEIVED feedback in respect of the success of the Feast & Fayre and **RESOLVED** that no further action is required.

- 4.10 To respond to the query regarding Denby Hall

RESOLVED that no further action is required.

- 4.11 To respond to the visitor complaint regarding poor churchyard maintenance

RESOLVED that no further action is required.

- 4.12 To respond to the Womersley resident complaint regarding poor churchyard maintenance

RESOLVED that no further action is required.

- 4.13 To implement the recommendations in the Audit Report

RESOLVED to carry forward to the next meeting.

JJ/FG

4.14 To consider and propose ways in which to recognise and thank Church Farm for their ongoing and considerable contributions to Darrington
RESOLVED that no further action is required.

4.15 To source 3 quotations to replace the existing email service provider and storage capability, and table these for consideration and decision at the next meeting
NOTED 3 quotations presented and received information in respect of the characteristics of each service.

NOTED further that the Council website will be non-compliant in terms of accessibility requirements from October 2024

RESOLVED to approve in-principle spend of up to £1,500 for upfront cost and £700 for ongoing cost per annum.

RESOLVED to expand on the number of quotations to be presented and to present these at the next meeting. JJ

RESOLVED further to investigate email and document management options further and to present these at the next meeting. JJ

4.16 To provide Cllr V. Stones with the requirements for WCAF2.2AA compliance, to enable her to obtain a quotation from her proposed provider
RESOLVED that no further action is required.

4.17 To source 3 quotations to replace the existing email service provider and storage capability, and table these for consideration and decision at the next meeting
RESOLVED to include these for discussion under agenda item 4.15.

4.18 To provide Cllr V. Stones with the requirements for GDPR and public authority compliance, to enable her to obtain a quotation from her proposed provider
RESOLVED that no further action is required.

4.19 To consider purchasing a laptop specifically for use of the Parish Council and table quotations at the next meeting

RESOLVED to approve in-principle spend of up to £250 for the purchase of a Parish Council-owned laptop. JJ/FG

4.20 To consider and decide upon the annual review of the Council's service providers

RESOLVED to carry forward to the next meeting. DB

- 4.21 To consider and decide upon options for updating the newsletter, post feedback received from residents at the Feast & Fayre

NOTED feedback received and **RESOLVED** that no further action is required in respect of the updating of the newsletter.

RESOLVED to request Energy Fund pamphlets and include them in the next newsletter pack. **LT**

- 4.22 To publish information in respect of the closure of the Monday Post Office on social media and the website

RESOLVED that no further action is required.

- 4.23 To request that the school publishes information regarding the Post Office

RESOLVED that no further action is required.

- 4.24 To investigate if one of the residents is still in possession of the original Post Office sign

NOTED feedback received and **RESOLVED** to carry forward to the next meeting. **LT**

5. Correspondence

- 5.1 Update on quad bikes speeding on Back Lane from Cllr B. Mayhew

NOTED update received in this respect and **RESOLVED** that no further action is required.

- 5.2 Update on Wakefield grass cutting policy for Darrington from Cllr B. Mayhew

NOTED update received in this respect and **RESOLVED** that no further action is required.

6. Financial Matters

- 6.1 **NOTED** payments to be approved for July 2024

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
11.07.24	19-2425	TRF	WMDC	Grounds Maintenance Contract 2024/25	£1,238.11	£206.35
11.07.24	20-2425	D/D	PWLB	Loan repayment Street Lights	£1,104.17	£0.00
11.07.24	21-2425	TRF	N. Dyas	Gardening maintenance Jun @ £16 p/h	£192.00	£0.00
11.07.24	22-2425	TRF	PontyVA 925	Social Media, Website, Residents - Jun	£330.00	£0.00
11.07.24	22-2426	TRF	St. Luke's Church	Maintenance of church clock	£104.00	£0.00
11.07.24	22-2427	TRF	St. Luke's Church	Hire of Reading Rooms	£176.00	£0.00
TOTAL					£3,180.28	£206.35

6.2 **NOTED** payments made for June 2024

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
13.06.24	14-2425	TRF	N. Dyas	Gardening maintenance May @ £16 p/h	£272.00	£0.00
13.06.24	15-2425	TRF	PontyVA 925	Social Media, Website, Residents - May	£330.00	£0.00
13.06.24	16-2425	TRF	GPS Landscaping	Install Air Crash Memorial Plaque	£480.00	£80.00
13.06.24	17-2425	TRF	K. Whalley	Reimb. Refreshments Picnic in the Park	£53.20	£0.00
TOTAL					£1,135.20	£80.00

NOTED total income received during June 2024 of £148.13 including a donation of £47.50 from Church Farm, advertising income of £100.00 from Darrington Golf Club and £0.63 debit card cash back.

RESOLVED to settle all July accounts with immediate effect.

NOTED the bank balance at 30 June 2024 as £30,216.70.

6.3 **To receive and approve the bank reconciliation and review spend against the budget to 31 March 2025**

RESOLVED to approve the bank reconciliation to 31 March 2025.

7. **To consider planning applications received**

7.1	CYC Reference	Address/Description	Council Decision
	24/01051/CPL	Denby Crest, Darrington – Part conversion of existing garage	No objection

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

8.1	CYC Reference	Address/Description	Wakefield Council Decision
	23/00729/S7301	Holly Cottage, Estcourt Road - Variation of Condition 2 (Approved Plans) of application 23/00729/FUL, dated 7th July 2023, for 'Demolition of existing conservatory and erection of single storey extension to rear to provide additional living space to mixed use building' to amend the design and materials of the chimney stack	Approved
	22/02588/FUL	Cedar Hurst, Estcourt Road - Raising of roof height, first floor extensions to front and rear, addition of openings to side elevations and rendering of walls	Approved

22/01983/S7301	Delph House, Estcourt Road - Variation of Condition 2 (Approved Plans) of planning application 22/01983/FUL dated 27/10/2023 [which granted full planning permission for the erection of 1no. detached bungalow] to include a small extension to front under roof canopy	Approved
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9. Reports – School, Police, Gardening Club, Village Field, Newsletter

9.1 To consider school report

NOTED the school report as presented by Cllr L. Dale.

9.2 To consider police report

NOTED the police report as presented by Cllr V. Stones.

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 V. Stones.

9.5 To consider newsletter report

NOTED the newsletter report as presented by Cllr V. Stones.

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.

9.8 To note Newsletter-worthy items

NOTED no items to add to the next newsletter.

10. Governance matters

10.1 To review and decide upon any changes to the Privacy Notices

RESOLVED to make no changes to the Privacy Notices.

10.2 To review and decide upon any changes to the Complaints Procedure

RESOLVED to make no changes to the Complaints Procedure.

11. Matters requested by Councillors

11.1 To note information in respect of Community Land Schemes in Darrington

RECEIVED information in respect of Community Land Schemes in Darrington.

RESOLVED to share the relevant link with the Council.

LD

11.2 To consider and decide upon maintenance of planters & baskets by 1st Impressions

NOTED concerns raised regarding maintenance of the planters & baskets.

RESOLVED to obtain the Service Level Agreement between the Council and First Impressions.

JJ

11.3 To consider and decide upon pricing of Christmas tree sponsorships

NOTED that the costs for the Christmas trees are expected to remain the same as 2023 and that the Council are required to finance this cost each year.

RESOLVED to engage with the previous year's sponsors to determine if they will be willing to sponsor the tree accompanying their plaque again for 2024.

FG

RESOLVED further to calculate the cost of the Christmas trees relative to the cost of the winter planters and to report back at the next meeting.

FG

12. Matters for inclusion on the agenda for the next meeting

12.1 To consider and decide upon resident correspondence requesting permanent closure of Westfield Lane (LT).

14. Date of Next Meeting

It was **RESOLVED** that the next ordinary meeting of Darrington Parish Council will be held on Thursday 12 September 2024 at 7pm at Darrington Reading Rooms.

Meeting closed at 20h48.