

Minutes of the Annual Meeting of Darrington Parish Council held
Thursday 8 May 2025 at DARRINGTON READING ROOMS, PHILIP'S
LANE, DARRINGTON, PONTEFRACT, WF8 3BH

Present Cllr L. Thompson (LT), Cllr V. Stones (VS), Cllr K. Whalley (KW), Cllr D. Burns (DB), Cllr L. Dale (LD) and Cllr T. Hirst (PB).

In Attendance

1 resident and Cllr J. Craig in attendance.

Action

1. To elect a Chair and receive acceptance of office

RESOLVED to elect Cllr D. Burns as Chair with immediate effect.

RESOLVED further to notify Wakefield Council of Cllr D. Burns' election

JJ

2. To receive apologies and approve reasons for absence

NOTED apologies received from Cllr P. Batty, Cllr F. Gray and Mrs J. Jones, and approved reasons thereto.

3. To elect a Vice-Chair and receive acceptance of office

RESOLVED to elect Cllr L. Thompson as Vice-Chair with immediate effect.

RESOLVED further to notify Wakefield Council of Cllr L. Thompson's election

JJ

4. To declare a vacancy in respect of 1 council seat

NOTED that Cllr J. Cox had resigned from the Council and **RESOLVED** to declare a vacancy.

RESOLVED further to notify Wakefield Council of the declaration of vacancy.

JJ

5. **Declarations of Interest**

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

None received.

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

None received.

6. Minutes of Previous Meeting

To confirm the minutes of the ordinary meeting of Darrington Parish Council held on 10 April 2025

NOTED incorrect dates reflected under item 6 and **RESOLVED** to correct this.

JJ

RESOLVED to confirm the minutes of the ordinary meeting of the Council held on 8 May 2025 as a true and correct record, once the corrections have been made.

7. To receive information on the following ongoing issues

7.1 To implement the gov.uk domain and website with Active Council

NOTED that this was in progress and **RESOLVED** to carry forward to the next meeting.

JJ

7.2 To follow up on the implementation of the gov.uk email address with the Council

NOTED several challenges with the new email addresses and **RESOLVED** to engage with the councillors to resolve the issues.

JJ

7.3 To follow up on the Service Level Agreement sent to First Impressions

NOTED that feedback was awaited from First Impressions and **RESOLVED** to carry forward to the next meeting.

JJ

7.4 To provide an update in respect of the surveying of local residents who use or used the footpath running from North Lodge Lane to Stapleton

NOTED an update in this respect and **RESOLVED** to provide a further update at the next meeting.

DB

7.5 To receive feedback in respect of the support being provided by National Highways

NOTED the below updates and actions in respect of the support provided:

7.5.1 Communicating the type and cost of Christmas village lights that the Council is looking for – **RESOLVED** that no further action is required.

7.6 To create a new flower bed in the verge of Valley Road and to move the bench further along the verge and face it towards the field and not the road

RESOLVED to carry forward to the next meeting.

FG

7.7 To arrange collection of the key for the church notice board

NOTED that Cllr L. Thompson is in possession of the keys and **RESOLVED** that no further action is required.

7.8 To create a poster to advertise the V-Day celebration

RESOLVED that no further action is required.

7.9 To arrange the food and drinks for the V-Day celebration

NOTED the updates to the arrangements and **RESOLVED** to agree the various outstanding action items.

ALL

7.10 To sign and return the Ground Maintenance Service Level Agreement to Wakefield Council

RESOLVED that no further action is required.

7.11 To add Westfield Lane to the Village Traffic Working Group list and advise the resident to engage directly with Wakefield Council in respect of their request

RESOLVED that no further action is required.

7.12 To provide Cllr V. Stones with a baby and current picture for the Feast & Fayre stall competition

RESOLVED to carry forward to the next meeting.

ALL

7.13 To remove the YLCA branch meeting report from future agendas

RESOLVED that no further action is required.

7.14 To arrange for 2 benches to be refurbished and the notice board to be cleaned

RESOLVED that no further action is required.

7.15 To remove the duplication reflected on the Website and Social Media Policy

RESOLVED that no further action is required.

7.16 To arrange for the clean up to take place at the bottom of the A1 slip road

RESOLVED that no further action is required.

7.17 To decide on a litter-picking day

RESOLVED to confirm the litter-picking day as Sunday 8 June 2025.

7.18 To liaise with Cllr J. Craig in respect of the SID lease agreement

NOTED an update and **RESOLVED** to request residents via a leaflet drop, to volunteer to assist with the SID pilot exercise in the village.

?

RESOLVED further to hold a separate meeting thereafter, to discuss and agree a way forward in this respect. ?

7.19 To review the 3 insurance quotations and provide recommendations at the next meeting

RESOLVED to approve the renewal of the insurance policy with the incumbent insurer. FG

7.20 To consider and decide upon vehicles blocking pavement access near to the village shop

RESOLVED to produce stickers to place on vehicles blocking pavement access, advising the vehicle owners that they cannot park on the pavement. DB/KW

8. Correspondence

NOTED no correspondence received.

9. Financial Matters

9.1 NOTED payments to be approved for May 2025

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
08.05.25	02-2526	D/D	ICO	ICO data protection annual renewal	47.00	0.00
08.05.25	03-2526	TRF	PontyVA 925	April services	330.00	0.00
08.05.25	04-2526	TRF	AJG Community Scheme	Hiscox Insurance Renewal 01.06.2025 to 31.05.2026	722.03	0.00
08.05.25	05-2526	TRF	Nick Dyas	Gardening/maintenance March & April	216.00	0.00
					£1,315.03	£0.00

9.2 NOTED payments made for April 2025

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
10.04.25	01-2526	TRF	PontyVA 925	March services	£330.00	£0.00
					£330.00	£0.00

9.3 **NOTED** income received during April 2025 as follows.

- Precept - £19,058.29
- Newsletter advertisement from Darrington Golf Club - £100.00
- Virgin Money Cashback - £0.03

NOTED the bank balance at 30 April 2025 as £38,424.96.

RESOLVED to settle all May accounts with immediate effect.

9.4 To receive and approve the bank reconciliation and review spend against the budget to 31 March 2026

RESOLVED to approve the bank reconciliation to 30 April 2025 and spend against budget to 31 March 2026.

9.5 To consider and decide upon appointment of Internal Auditor

RESOLVED to appoint Scott Davis as the internal auditor for the 2024/25.

10. To consider planning applications received

10.1	CYC Reference	Address/Description	Council Decision
	25/00753/FUL	Site Office, West Park Homes, Great North Road – Erection of an extension to the existing site office	No objection
	25/00745/TPO	1 Thorntree Close - Prune to clear branches above the highway and to adjacent building and remove deadwood from 1 Turkey Oak	No objection

11. To receive information on finalised planning applications

11.1	CYC Reference	Address/Description	Wakefield Council Decision
	25/00176/FUL	Wrangham, Philips Lane - Single storey rear & side extensions, first floor front extension, front porch, single storey side garage extension & rear roof terrace extension with changes to external materials	Application Approved

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

12.1 To receive update from Village Traffic Working Group

NOTED no update in this respect and that discussions are ongoing with Wakefield Council, albeit very slow. **NOTED** further that the completion of the A1 roadworks has been extended to October 2025.

RESOLVED that Cllr K. Whalley will join Cllr D. Burns in the working group.

12.2 To consider school report

NOTED nothing to report for the meeting.

12.3 To consider police report

NOTED nothing to report for the meeting.

12.4 To consider Gardening Club report

NOTED the Gardening Club will only meet the following week.

12.5 To consider Village Field report

NOTED the Village Field report from Cllr K. Whalley.

12.6 To consider newsletter report

NOTED that the next newsletter will be distributed near to the end of May 2025.

12.7 To consider Church report

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

12.8 To note Newsletter-worthy items

RESOLVED to include an item in respect of the Smiley SID.

13. Governance matters

13.1 To approve updated Standing Orders

RESOLVED to approve the updated Standing Orders.

13.2 To approve updated Financial Regulations

RESOLVED to approve the updated Financial Regulations.

13.3 To note Member's Code of Conduct

NOTED the Member's Code of Conduct.

14. Matters requested by Councillors

14.1 To consider and decide upon rebuilding the planter on Valley Road

RESOLVED to request Cllr P. Batty to clear the remaining rubble where the planter was situated.

DB

14.2 To consider and decide upon removing Cllr J. Cox from the Council bank account

RESOLVED to remove Cllr J. Cox and add Cllr D. Burns to the signatories on the Council bank account.

FG

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

15.1 To consider and decide upon whether to make available additional Christmas trees on the village lamp posts which have been tested (VS).

16. Date of Next Meeting

It was **RESOLVED** that the next ordinary meeting of the Council will be held on Thursday 12 June 2025.

Meeting closed at 20h35.