

Minutes of the ordinary meeting of Darrington Parish Council held Thursday 14 March 2024 at DARRINGTON READING ROOMS, PHILIP'S LANE, DARRINGTON, PONTEFRACT, WF8 3BH

Present Cllr L. Thompson, Cllr J. Cox (JC), Cllr F. Gray (FG), Cllr V. Stones, Cllr L. Dale (LD), Cllr T. Hirst (TH), Cllr K. Whalley (KW) and Cllr P. Batty.

In Attendance

Cllr T. Hames, Cllr B. Mayhew and 4 residents in attendance.

Action

1. Apologies

To note apologies and approve reasons for absence

NOTED apologies received from Ms. J Jones 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 ordinary meeting of Darrington Parish Council held on 8 February 2024

RESOLVED to approve said minutes as a true and accurate record of the ordinary meeting held on 8 February 2024.

4. To receive information on the following ongoing issues

4.1 To notify Cllr P. Batty of the exact positions for the dog waste stations and benches so that they can be installed before the end of the month

NOTED an update in respect of the installations and **RESOLVED** provide an update as to installation at the next meeting.

PB

4.2 To approve the purchase of Darrington Plane Crash Memorial Plaque and arrange installation thereof

NOTED an update in respect of the financing of the Darrington Plan Crash Memorial Plaque as follows:

- Cost for plaque, installation and unveiling - £1,600.00 excl. VAT
- Funds received through pledges and sale of CD - £1,140.00
- Shortfall - £360.00

RESOLVED to approve the funding of the shortfall of £360.00 by the Council and that an update will be provided at the next meeting.

JC

4.3 To present the final “vulnerable support” flyer at the next meeting

RESOLVED to approve the final flyer and to distribute it with the next newsletter.

VS

4.4 To engage with National Highways in respect of the cutting of the verges along the A1 slip road

NOTED feedback that Wakefield Council had advised that the Parish Council may not arrange to have the verges along the A1 slip road cut due to the 60mph speed limit on this road.

NOTED further that any resident wishing to complain about overgrowth of the verges should do so by contacting Wakefield Council’s contact centre directly.

RESOLVED that no further action is required.

4.5 To begin preparing answers to the FAQ’s to be added to the website

RESOLVED to carry forward to the next meeting.

JJ

4.6 To send out a survey to residents across various channels including written, spoken and online, to explore ways in which to improve the newsletter

RESOLVED to carry forward to the next meeting.

LD

4.7 To provide an update as to whether the netting and bark is still required for the Tithe Barn beds

RESOLVED to arrange the laying of the bark as previously approved by the Council.

PB/LT

4.8 To engage with the resident querying the establishment of a neighbourhood watch

NOTED an update in this respect and **RESOLVED** to carry forward to the next meeting.

VS

RESOLVED further to approve Cllr K. Whalley representing the Council at a joint meeting of representatives of the surrounding parish councils regarding the establishment of a security-watch WhatsApp group.

KW

4.9 To add Cllr J. Cox as a third signatory for the release of monthly payments via bank transfer

RESOLVED that no further action is required.

4.10 To apply for a Parish Council debit card for the payment of ad-hoc expenses

RESOLVED that no further action is required.

4.11 To apply for a pre-paid debit card for Cllr L. Thompson and Cllr V. Stones

RESOLVED that no further action is required.

4.12 To publish the revised Financial Regulations to the website

RESOLVED that no further action is required.

4.13 To update the FAQ's with additional information received from Cllr D. Burns

RESOLVED that no further action is required.

4.14 To explore options to tracking and publishing speeds through the village, as captured by a speed camera

NOTED an update received and **RESOLVED** to carry forward to the next meeting.

LT

4.15 To form a working party to engage with Wakefield Council regarding speeding issues in the village

NOTED feedback received on the meeting held with Wakefield Council.

NOTED further that Wakefield Council had performed an assessment of the real-time speed data in the village, and their conclusion, having reviewed the data, was that whilst the village was "suffering" from a higher volume of traffic due to the ongoing roadworks on the A1, a) the average speeds in Darrington are no worse than any other location within the district, and b) the average speeds within Darrington fall within the current local authority's acceptable tolerance for speed.

NOTED that Wakefield Council will:

- a) review the speed limit signage on both ends of the village with a view to improving this,
- b) after completion of the A1 roadworks, review the weight restriction signage and change this, if necessary,
- c) move the "give way" signs at the junction of Havercroft Lane and Valley Road, as well as move the Darrington stone sign backwards to create more visibility, and
- d) introduce a temporary traffic regulation order to designate Westfield Lane as one-way.

RESOLVED to continue to engage with Wakefield Council through the working party and to provide an update at the next meeting.

TH/JC
/DB

- 4.16 To register the Council with the ICO
RESOLVED to carry forward to the next meeting. JJ
- 4.17 To engage directly with each councillor in respect of the data compliance checklists
RESOLVED to carry forward to the next meeting. JJ
- 4.18 To explore password protection options for Google Drive
RESOLVED to carry forward to the next meeting. JJ
- 4.19 To consider and review a draft Business Continuity Plan
RESOLVED to carry forward to the next meeting. JJ
- 4.20 To consider event ideas to celebrate the 80th Anniversary of D-Day
RESOLVED to confirm a date for a picnic in the park in conjunction with the plaque unveiling ceremony at the next meeting. ALL
- RESOLVED** further that planning discussions are to take place at the next meeting.
- 4.21 To notify Wakefield Council of the location of the grit bins that are owned by them
NOTED that Wakefield Council had been notified and **RESOLVED** to include the location of the grit bins in the next newsletter. VS
- 4.22 To engage with First Impressions in respect of the options for testing of the hanging baskets
RESOLVED that no further action is required.
- 4.23 To include an item in the next newsletter regarding information available to set up neighbourhood watches
RESOLVED that no further action is required.
- 4.24 To publish the Debit Card Policy on the website
RESOLVED that no further action is required.
- 4.25 To remove Councillor addresses from the website
RESOLVED that no further action is required.

5. Correspondence

5.1 Resident email regarding dog fouling

RESOLVED to engage with the resident in this respect.

JC

5.2 Invitation to apply for free portrait of the King

RESOLVED to apply for the free portrait of the King.

JC

5.3 Resident email regarding speeding in the village

RESOLVED to engage with the resident in this respect.

JC

6. Financial Matters

6.1 NOTED payments to be approved for March 2024

| Date Approved | Item | Payment Method | Payee | Reason | Amount | VAT |
|---------------|---------|----------------|------------------|------------------------------------------------|----------------|---------------|
| 14.03.24 | 55-2324 | TRF | Carter & Jackson | 600 x Newsletters | £107.00 | £0.00 |
| 14.03.24 | 56-2324 | TRF | Nick Dyas | Gardening – Tithe Barn 7hrs @ £16ph | £112.00 | £0.00 |
| 14.03.24 | 57-2324 | TRF | PontyVA925 | Social Media, Website, Residents | £330.00 | £0.00 |
| 14.03.24 | 58-2324 | TRF | Fiona Gray | D&R Group 45 x Polyanthus (Christmas tree bed) | £36.00 | £6.00 |
| TOTAL | | | | | £585.00 | £60.00 |

6.2 NOTED payments made for February 2024

| Date Approved | Item | Payment Method | Payee | Reason | Amount | VAT |
|---------------|---------|----------------|-----------------|--------------------------------------------------|----------------|---------------|
| 08.02.24 | 49-2324 | TRF | Laurie Dale | Repayment for LED Candles – Tithe Barn carols | £17.98 | £3.00 |
| 08.02.24 | 50-2324 | TRF | Laurie Dale | Repayment for Tealights – Tithe Barn carols | £13.59 | £2.27 |
| 08.02.24 | 51-2324 | TRF | Heartbeat Trust | Defibrillator Maintenance – 22.02.24 to 22.02.25 | £162.00 | £27.00 |
| 08.02.24 | 52-2324 | TRF | Fiona Gray | Repayment for Dog waste bags – JRB Enterprise | £297.60 | £49.60 |
| 08.02.24 | 53-2324 | TRF | PontyVA 925 | Social Media, Website, Residents | £330.00 | £0.00 |
| 08.02.24 | 54-2324 | TRF | Nick Dyas | Gardening – Tithe Barn 3hrs @ £16ph | £48.00 | £0.00 |
| TOTAL | | | | | £869.17 | £81.87 |

NOTED total income received during February 2024 of £1,649.14

RESOLVED to settle all March accounts with immediate effect.

NOTED the bank balance at 29 February 2024 as £20,950.21.

6.3 To receive and approve the bank reconciliation and review spend against the budget to 29 February 2024

RESOLVED to approve the bank reconciliation to 29 February 2024, and forecast to the end of the financial year of £18,338.64.

6.4 To review and decide upon any changes to the Asset Register

RESOLVED to approve updates to the Asset Register at 29 February 2024.

7. To consider planning applications received

| | CYC Reference | Address/Description | Wakefield Council Decision |
|-----|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| 7.1 | 24/00309/FUL | 27 Beech Crescent, Darrington – Single storey extension to side, conversion of existing garage to habitable room with new roof, creation of balcony to rear and widening existing drive | No objection |

8. To receive information on finalised planning applications

| | CYC Reference | Address/Description | Wakefield Council Decision |
|-----|---------------|----------------------------------------------------------|----------------------------|
| 8.1 | 23/02359/AGR | Grove Cottage, Great North Road – Machinery/Storage Shed | Application Approved |
| 8.2 | 24/00181/FUL | 10 Wentworth Park Rise – Single Storey Rear Extension | Application Approved |

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 K. Whalley.

9.5 To consider newsletter report

NOTED the newsletter report as presented by Cllr V. Stones and **RESOLVED** that the next newsletter will be distributed during the 3rd week of May 2024.

VS

RESOLVED to distribute a hard copy newsletter to all residents going forward.

RESOLVED further to communicate to all residents that are in receipt of an electronic newsletter, that going forward they will also receive a hard copy newsletter.

JJ

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 nothing to report.

9.8 To note Newsletter-worthy items

RESOLVED to provide an article on the farm in the next newsletter.

PB

RESOLVED further to provide an article regarding how and why residents should be reporting issues directly to Wakefield Council.

LD

10. Governance matters

10.1 To review and decide upon any changes to the Risk Assessment Policy

RESOLVED to approve no changes to the Risk Assessment Policy.

10.2 To consider and review completed risk assessments

RESOLVED to carry forward to the next meeting.

TH

11. Matters requested by Councillors

11.1 To consider and decide upon any action to be undertaken regarding TPO's (Tree Preservation Orders) in the village

RESOLVED to carry forward to the next meeting.

JC

11.2 To provide update on the Highways meeting regarding the A1 upgrade

RESOLVED that no further action is required.

11.3 To consider and decide upon dates for the newsletter

RESOLVED that the next newsletter will be distributed during the 3rd week of May 2024.

11.4 To consider and decide upon an annual review of service providers

RESOLVED to carry forward to the next meeting.

DB

11.5 To consider and decide upon whether to identify the range of different needs that residents have in Darrington and determine what support they are currently receiving, what issues they face and whether there are any solutions the Council could direct them to

RESOLVED to include an item in the next newsletter regarding the services available to residents through Age UK.

LD/VS

11.6 To consider future testing costs of lampposts

RESOLVED that no further action is required.

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

No items received.

13. Date of Next Meeting

It was **RESOLVED** that the next ordinary meeting of Darrington Parish Council will be held on Thursday 11 April 2024 at 7pm at Darrington Reading Rooms.

Meeting closed at 21h48.