

# Minutes of the Ordinary Meeting of Darrington Parish Council held Thursday 10 April 2025 at DARRINGTON READING ROOMS, PHILIP'S LANE, DARRINGTON, PONTEFRACT, WF8 3BH

**Present** Cllr L. Thompson (LT), Cllr V. Stones (VS), Cllr F. Gray (FG), Cllr K. Whalley (KW), Cllr D. Burns (DB), Cllr L. Dale (LD), Cllr T. Hirst (PB) and Mrs J. Jones.

## **In Attendance**

Cllr B. Mayhew and 1 resident in attendance.

## **Action**

### **1. Apologies**

To note apologies and approve reasons for absence

**NOTED** apologies received from Cllr J. Cox and Cllr P. Batty, 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 13 March 2025

**RESOLVED** to approve said minutes as a true and accurate record of the ordinary meeting held on 13 March 2025.

### **4. To receive information on the following ongoing issues**

4.1 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**

4.2 To establish a working group to support the provision of website content

**RESOLVED** to merge this into item 4.1 going forward.

**JJ**

4.3 To implement the basic email solution with Active Council

- NOTED** that several councillors had already moved over to their gov.uk domain email address and **RESOLVED** to follow up with those that had yet to do so. JJ
- 4.4 To follow up on the Service Level Agreement sent to First Impressions  
**RESOLVED** to carry forward to the next meeting. JJ
- 4.5 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
- 4.6 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:
- 4.6.1 The trimming of the tree in the Tithe Barn – **RESOLVED** that no further action is required.
- 4.6.2 Communicating the type and cost of Christmas village lights that the Council is looking for – **RESOLVED** to provide an update at the next meeting. VS
- 4.6.3 Contribution to the cost of the dog waste bags – **RESOLVED** that no further action is required.
- 4.7 To discuss flower bed options along the verge of Valley Road with the relevant resident and feedback at the next meeting.  
**RESOLVED** 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. FG/TH /PB
- 4.8 To arrange collection of the key for the church notice board  
**RESOLVED** to carry forward to the next meeting. LT
- 4.9 To empty the unofficial dog waste bin in the Orchard and remove and destroy the bin  
**RESOLVED** that no further action is required.
- 4.10 To support the Church's V-Day celebrations, including arranging a 'Picnic in the Park'  
**RESOLVED** to arrange the basketball and football competition on the Village Field.
- RESOLVED** further that food will be offered at no charge, however drinks will be charged for on the day.
- RESOLVED** to create a poster to advertise the event. LT/JJ

**RESOLVED** that Cllr P. Batty will arrange the food and Cllr V. Stones and Cllr K. Whalley will arrange the drinks.

**PB/VS  
/KW**

4.11 To liaise with the Church with the offer of additional food to be provided by Cllr P. Batty

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

4.12 To save the recording after each meeting.

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

4.13 To communicate the date of the 'switching on of the Christmas lights' to the Darrington Hotel

**NOTED** an update in respect of the Christmas lights and **RESOLVED** that no further action is required.

## 5. Correspondence

5.1 Wakefield Council – Grounds Maintenance Service Level Agreement 2025/26

**RESOLVED** to approve and sign the Agreement and to return same to Wakefield Council.

**FG**

5.2 Resident query regarding lobbying to ensure Westfield Lane remains a no-through road

**NOTED** the query and **RESOLVED** to add the request to the Village Traffic Working Group list as well as to advise the resident to engage directly with Wakefield Council in respect of their request.

**DB/JJ**

## 6. Financial Matters

6.1 **NOTED** payments to be approved for April 2025

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
10.04.25	62-2425	TRF	PontyVA 925	March services	£330.00	£0.00
					<b>£330.00</b>	<b>£0.00</b>

6.2 **NOTED** payments made for March 2025

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
13.03.25	58-2425	TRF	N. Dias	Gardening / Maintenance 3hrs @ 16 - Jan	£48.00	£0.00
13.03.25	59-2425	TRF	N. Dias	Gardening / Maintenance 6hrs @ £16 – Feb	£96.00	£0.00
13.03.25	60-2425	TRF	M. Gummerson	S137 Grant – Darrington Ladies Group Trip to Tennants	£150.00	£0.00
13.03.25	61-2425	TRF	PontyVA 925	February services	£330.00	£0.00
					<b>£624.00</b>	<b>£0.00</b>

6.3 **NOTED** income received during March 2025 as follows.

- VAT refund - £1,142.05
- Donation from Tithe Barn Carol Service - £37.06

**NOTED** the bank balance at 31 March 2025 as £19,596.64.

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

6.4 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 December 2024 and spend against budget to 31 March 2025.

**7. To consider planning applications received**

7.1	<b>CYC Reference</b>	<b>Address/Description</b>	<b>Council Decision</b>
	<a href="#">25/00425/FUL</a>	Greenroyd Farm House, Estcourt Road - Replacement windows & doors to Greenroyd Farmhouse (duplication of 25/00384/LBC)	No decision required

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

8.1	<b>CYC Reference</b>	<b>Address/Description</b>	<b>Wakefield Council Decision</b>
	<a href="#">24/02204/FUL</a>	Lind House, 231 Estcourt Road - First floor side extension with Juliette balcony to western elevation, and roof material alteration to main house	Application Approved
	<a href="#">25/00150/FUL</a>	19 Beech Crescent - Two storey side and single storey rear extensions. Alterations to existing dormers and re-roofing of dwelling	Application Approved

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

9.1 To receive update from Village Traffic Working Group

**NOTED** an update in this respect and that discussions are ongoing with Wakefield Council.

9.2 To consider school report

**NOTED** the school report from Cllr L. Dale.

9.3 To consider police report

**NOTED** nothing to report for the meeting.

9.4 To consider Gardening Club report

**NOTED** the Gardening Club report from Cllr L. Thompson.

9.5 To consider Village Field report

**NOTED** the Village Field report from Cllr K. Whalley.

**RESOLVED** to provide Cllr V. Stones with a baby and current picture for the Feast & Fayre stall competition.

**ALL**

9.6 To consider newsletter report

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

9.7 To consider Church report

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

9.8 To consider YLCA branch meeting report

**RESOLVED** to remove this item from future agendas.

**JJ**

9.9 To note Newsletter-worthy items

**RESOLVED** to include an official thank you to the resident that donated the pictures for the Reading Room.

**10. Governance matters**

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

**RESOLVED** that no changes are required to be made to the Risk Assessment Policy.

10.2 To consider and review completed risk assessments

**NOTED** the completed risk assessments for 2024/25.

**RESOLVED** that 2 benches are to be refurbished and 1 of the notice boards is to be cleaned. **TH/VS**

10.3 To consider and approve any changes to the Document Retention Policy

**RESOLVED** that no changes are required to be made to the Document Retention Policy.

10.4 To consider and approve any changes to the Website and Social Media Policy

**RESOLVED** to remove the duplication reflected in the Website and Social Media Policy.

**JJ**

## 11. Matters requested by Councillors

### 11.1 To consider and decide upon what to do with residents where shrubs become overgrown

**NOTED** that overgrown shrubs should be notified to Wakefield Council and that Wakefield Council will liaise with the relevant resident in this respect.

**RESOLVED** that residents should be referred directly to Wakefield Council.

### 11.2 To consider and decide upon what to do with areas in the village that require “tidying up”

**NOTED** that Cllr P. Batty will arrange for the clean up to take place at the bottom of the A1 slip road and **RESOLVED** to carry forward to the next meeting.

**PB**

### 11.3 To consider and decide upon discussing the litter on the A1 with Highways England

**NOTED** that Street Scene can provide the Council with a litter-picking pack and arrange for collected litter to be picked up.

**RESOLVED** to decide on a litter-picking day at the next meeting.

**FG**

### 11.4 To consider and decide upon the financial viability of continuing with the purchase of dog waste bags

**NOTED** that in the current financial year an amount of £966.78 will be spent on dog waste bags, using approximately 400 bags per week (20,800 bags for the year). **NOTED** further that residents appear to be taking more bags than needed when walking their dogs.

**RESOLVED** that the bags will not be replenished during June to assess the impact on the village, and that this matter will once again be tabled for discussion thereafter.

### 11.5 To consider and decide upon the annual YLCA subscription cost

**RESOLVED** that the YLCA subscription will not be renewed for 2025/26.

### 11.6 To consider and decide upon the draft SID lease agreement from Sharlston Parish Council

**RESOLVED** to liaise with Cllr J. Craig in respect of whether the SID needs to be manned whilst in operation, whose insurance will cover theft or damage whilst it is being used by the Council and whether the SID will collect any speed data whilst in operation, and to feed this back at the next meeting.

**VS**

### 11.7 To consider and decide upon renewal of the Council’s insurance policy for the upcoming year

**NOTED** quotations received from 3 insurers and **RESOLVED** to review the cover of each and provide recommendations at the next meeting.

**FG/JJ**

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

**NOTED** that residents can notify Wakefield Council where vehicles are blocking access and that this will continue to be monitored by the Council.

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

**LT**

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

12.1 To consider and decide upon rebuilding the planter on Valley Road (DB)

**13. Date of Next Meeting**

It was **RESOLVED** that the next meeting will be the Annual Meeting of Darrington Parish Council, held on Thursday 8 May 2025 immediately following the Annual Parish Meeting which commences at 7pm at Darrington Reading Rooms.

**Meeting closed at 20h40.**