

# Minutes of the Ordinary Meeting of Darrington Parish Council held Thursday 12 June 2025 at DARRINGTON READING ROOMS, PHILIP'S LANE, DARRINGTON, PONTEFRACT, WF8 3BH

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

## **In Attendance**

1 resident and Cllr B. Mayhew in attendance.

## **Action**

### **1. To receive apologies and approve reasons for absence**

**NOTED** apologies received from Cllr P. Batty and Cllr L. Dale, 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 12 June 2025

**RESOLVED** to confirm the minutes of the ordinary meeting of the Council held on 12 June 2025 as a true and correct record.

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

#### **4.1 To notify Wakefield Council of Cllr D. Burns' election as Chair**

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

#### **4.2 To notify Wakefield Council of Cllr L. Thompson's election as Vice-Chair**

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

#### **4.3 To notify Wakefield Council of the declaration of vacancy for Cllr J. Cox's seat**

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

- 4.4 To correct the dates reflected under item 6 of the minutes  
**RESOLVED** that no further action is required.
- 4.5 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**
- 4.6 To engage with the councillors to resolve their pc.gov.uk email addresses  
**RESOLVED** that no further action is required.
- 4.7 To follow up on the Service Level Agreement sent to First Impressions  
**NOTED** that feedback was awaited from First Impressions and **RESOLVED** to follow up in this respect. **JJ**
- RESOLVED** further to request that First Impressions moves the hanging baskets on the correct lamp posts and updates the invoice to include the early payment discount as requested earlier in the year. **FG**
- 4.8 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 take photos of the footpaths in question, as well as provide a further update at the next meeting. **DB/FG**
- RESOLVED** further to apply to Wakefield Council for the re-establishment of the footpaths. **DB**
- 4.9 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/PB**
- 4.10 To arrange the V-Day celebration  
**RESOLVED** that no further action is required.
- 4.11 To provide Cllr V. Stones with a baby and current picture for the Feast & Fayre stall competition  
**RESOLVED** that no further action is required.
- 4.12 To request residents via a leaflet drop, to volunteer to assist with the SID pilot exercise in the village  
**RESOLVED** that no further action is required.

- 4.13 To hold a separate meeting to discuss and agree a way forward in respect of the SID  
**RESOLVED** to carry forward to the next meeting. **ALL**
- 4.14 To renew the Council insurance policy with the incumbent insurer  
**RESOLVED** that no further action is required.
- 4.15 To produce stickers to place on vehicles blocking pavement access, advising the vehicle owners that they cannot park on the pavement  
**RESOLVED** to carry forward to the next meeting. **DB/KW**
- 4.16 To request Cllr P. Batty to clear the remaining rubble where the planter on Valley Road was situated  
**RESOLVED** to carry forward to the next meeting. **DB**
- 4.17 To remove Cllr J. Cox and add Cllr D. Burns to the signatories on the Council bank account  
**RESOLVED** to carry forward to the next meeting. **FG/DB**

## 5. Correspondence

- 5.1 Correspondence from resident regarding planning application 18/00443/FUL for Hillcroft Farm  
**NOTED** correspondence received and **RESOLVED** to not object to the planning application.  
**RESOLVED** further to advise the resident accordingly. **JJ**
- 5.2 Correspondence from resident regarding broadband installation in the village  
**NOTED** correspondence received and **RESOLVED** that this is outside the remit of the Council.  
**RESOLVED** further to advise the resident accordingly. **JJ**
- 5.3 Correspondence from resident regarding pavement at 12 Manor Park Rise  
**NOTED** correspondence received and **RESOLVED** to request that the Council  
**RESOLVED** to add contact details for Wakefield Council to the website during the update. **JJ**

**RESOLVED** further to create an auto-response for Councillors, advising of the responsibilities of Wakefield Council and providing the relevant contact details

**TH**

5.4 Request for signature of maintenance contract with Active Council

**RESOLVED** to provide to Cllr D. Burns with the link to the contract, for signature and return to the service provider.

**JJ/DB**

**6. Financial Matters**

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

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
12.06.25	10-2526	TRF	Thomas West	TomLyndon Darrington.org 01.10.24 to 31.07.25	165.00	0.00
12.06.25	11-2526	TRF	Nick Dyas	Gardening/maintenance May	192.00	0.00
12.06.25	12-2526	TRF	PontyVA 925	May admin services	330.00	0.00
12.06.25	13-2526	TRF	1 <sup>st</sup> Impressions	Summer baskets & beds	4,005.49	667.58
12.06.25	14-2526	TRF	Carter & Jackson	620 newsletters	123.20	0.00
12.06.25	15-2526	Debit Card	Spread Eagle	Vouchers re VE Day Celebrations	200.00	33.33
16.06.25	16-2526	TRF	Sharlston Parish Council	Loan of Smiley Sid for Feast & Fayre	100.00	0.00
29.06.25	17-2526	Debit Card	Hungry Horse	Refreshments following Litter Pick	46.65	7.77
					<b>£5,162.34</b>	<b>£708.68</b>

6.2 **NOTED** payments made 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
08.05.25	06-2526	TRF	Philip Maw	Re-varnishing 2 benches	200.00	0.00
08.05.25	07-2526	TRF	Vera Stones	Reimburse – Poundland – VE Day	13.00	1.33
08.05.25	07-2526	TRF	Vera Stones	Reimburse – B&M – VE Day	16.98	0.00
08.05.25	07-2526	TRF	Vera Stones	Reimburse – Bookers – VE Day	81.54	13.96
					<b>£1,626.55</b>	<b>£14.69</b>

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

- VE Day Donations - £237.70

**NOTED** the bank balance at 31 May 2025 as £37,036.11.

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

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

**RESOLVED** to approve the bank reconciliation to 31 May 2025 and spend against budget to 31 March 2026.

**7. Annual Governance and Accountability Return (AGAR)**

7.1 Internal Audit – To receive the checklist and report from the Internal Auditor

**NOTED** the completed checklist and report from the Internal Auditor, citing one recommendation, to implement the proposed change of secure file location.

7.2 To approve and sign the Certificate of Exemption (AGAR Form 2)

**RESOLVED** to approve and sign the Certificate of Exemption

7.3 To approve and sign Section 1 of the AGAR – Annual Governance Statement 2023-24

**RESOLVED** to approve and sign Section 1 of the AGAR.

7.4 To approve and sign Section 2 of the AGAR – Annual Statements 2023-24

**RESOLVED** to approve and sign Section 2 of the AGAR.

7.5 Electors' Rights – To note the dates of the Exercise of Public Rights as 16 June 2025 to 25 July 2025

**NOTED** the dates of the Exercise of Public Rights and **RESOLVED** to publish the required notice for public display.

**8. To consider planning applications received**

CYC Reference	Address/Description	Votes	Council Decision
<a href="#">25/007058FUL</a>	Westlands, Estcourt Road - Replacement self-build dwelling with detached garage and new entrance	6 – Y 0 - N	No objection
<a href="#">25/01019/TPO</a>	1 Thorntree Close - T1 Turkey Oak - Fell tree	6 – Y 0 - N	No objection

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

CYC Reference	Address/Description	Wakefield Council Decision
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<a href="#">25/00384/LBC</a>	Greenroyd Farm House, Estcourt Road - Refurbished and replacement windows & doors to Greenroyd Farmhouse	Application Approved
<a href="#">25/00425/FUL</a>	Greenroyd Farm House - Refurbished and replacement windows & doors to Greenroyd Farmhouse	Application Approved

## 10. Reports – School, Police, Gardening Club, Village Field, Newsletter

### 10.1 To receive update from Village Traffic Working Group

**NOTED** that Cllr D. Burns had requested a meeting with Wakefield Council to discuss updates in respect of the various outstanding actions.

### 10.2 To consider school report

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

### 10.3 To consider police report

**NOTED** an update from Cllr V. Stones.

### 10.4 To consider Gardening Club report

**NOTED** the Gardening Club report from Cllr F. Gray.

### 10.5 To consider Village Field report

**NOTED** the Village Field report from Cllr V. Stones.

### 10.6 To consider newsletter report

**NOTED** that the newsletter was available for distribution and the next newsletter is due October.

### 10.7 To consider Church report

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

**RESOLVED** to purchase half of the cakes for VJ Day.

### 10.8 To note Newsletter-worthy items

**RESOLVED** to include a list of activities in the village that Wakefield Council is responsible for, along with Wakefield Council's contact details.

**TH**

## 11. Governance matters

### 11.1 None

## 12. Matters requested by Councillors

12.1 To consider and decide upon whether to make available additional Christmas trees on the village lamp posts which have been tested

**RESOLVED** to retain the existing 19 Christmas trees for December 2025.

12.2 Smiley SID

**NOTED** that the Smiley SID would be on display at the Feast & Fayre.

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

12.3 Stall at Feast & Fayre

**NOTED** that a rota would be distributed to “man” the Council table at the Feast & Fayre.

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

12.4 Concern from ex-Councillor regarding drive on house on Stone Mews formerly Hillcroft Farm

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

12.5 To consider and decide upon who will take on the responsibility of reviewing and providing recommendations on planning applications

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

**DB**

12.6 To consider and decide upon new date for litter picking

**RESOLVED** that the new date for litter picking would be Sunday 29<sup>th</sup> June 2025.

**RESOLVED** further that Cllr L. Thompson would put up posters advising the residents of the litter picking day.

**LT**

12.7 Offer of a card machine to the Council

**NOTED** the offer of a card machine for the Council if needed.

**RESOLVED** to set up a PayPal account connected to the Council bank account to enable utilisation of the card machine if needed.

**FG**

12.8 VE Day and VE Day donations

**NOTED** the donations received from VE Day.

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

13.1 To consider and decide upon whether to re-build the plant on Valley Road (DB/FG)

**14. Date of Next Meeting**

It was **RESOLVED** that the next ordinary meeting of the Council will be held on Thursday 10 July 2025.

**Meeting closed at 20h41.**