



# Drighlington Parish Council

The Community Hub  
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Dated: 11<sup>th</sup> February 2026

## NOTICE OF A PARISH COUNCIL MEETING

To all members of the Parish Council,

You are respectfully summoned to attend the Ordinary Meeting of Drighlington Parish Council to be held in Drighlington Methodist Church, King Street, BD11 1EL, on the 16<sup>th</sup> of February 2026 to transact the business set out in the agenda.

Signed: *Jill Davis*

Jill Davis 11/02/2026

\*Meetings are open to the public by virtue of the Public Bodies Admissions to Meetings Act 1960 s1 unless the presence is prejudicial to the public interest (s2).

In accordance with the Openness of Local Government Bodies Regulations 2014, persons attending the meeting may film, photograph and make audio recordings of the proceedings of the formal Council meeting, though not, under current legislation, of the Public Participation session. A copy of the 'Management of Recordings' policy is available on the parish council website.

## DRIGHLINGTON PARISH COUNCIL MEETING

Ordinary Meeting of the Parish Council – Monday 16<sup>th</sup> February 2026 @ 7.00pm

### AGENDA

1.	<b>Chairman's Opening Remarks:</b>
2.	<b>Apologies for Absence:</b> a) To receive any apologies: b) To approve reasons for absence given by Councillors.
3.	<b>Declaration of Disclosable Pecuniary and Other Interests:</b>
4.	<b>Dispensations for Disclosable Pecuniary Interests:</b>
5.	<b>Minutes:</b> a) For the council to consider approving the draft minutes of the Ordinary Meeting of the Parish Council held on the 26 <sup>th</sup> of January 2026.
6.	<b>Public Participation:</b> a) Representation from members of the public on the business of the agenda for the meeting. b) To receive reports from the Police. c) To receive reports from invited guests and Leeds City Councillors. c1) For the council to receive a report from Ward Cllr Finnigan concerning the recent Leeds Local Plan meeting
7.	<b>The Hub:</b> a) For the council to note that the British Gas Lite utility charge for the month (09/01/2026 – 09/02/2026) is £602.94. b) For the council to consider any actions concerning the utility charge. c) For the council to mandate Cllr Roebuck to research utility providers as the contract with British Gas Lite ends in August 2026.

8.	<p><b>Administration Matters:</b></p> <p>a) For the council to consider approving the draft Safeguarding Policy.  b) For the council to consider approving the draft Donation Policy and application form.  c) For the council to consider approving the draft Complaints procedure.  d) For the council to note that the ICO Model Publication Scheme was adopted by the council on 15 May 2023, and to consider approving the draft reviewed scheme.</p>
9.	<p><b>Financial Matters:</b></p> <p>a) For the council to note that the Data Protection Fee of £52.00 will be paid by DD on 26/02/2026.  b) For the council to note the Unity Trust bank balance – Instant Access Account (01/01/2026 – 31/01/2026) £64,003.28.  c) For the council to note the Unity Trust bank balance – T2 Current Account (01/01/2026 - 31/01/2026) £16,213.63.  d) For the council to note the Redwood bank balance in January 2026, £11,000.  e) For the council to note the NatWest bank balance (06/01/2026-05/02/2026) £588.17.  f) For the council to note that £105.68 has been banked into NatWest on 04/02/2026 for the Yorkshire Air Ambulance donation from the Santa Sleigh collection.  g) For the council to consider approving the December 2025 bank reconciliation.  h) For the council to consider approving Jill Davis February expenses of £45.87.  i) For the council to ratify the Off to a Flying Start training for Cllr North £115.00 – 03/03/2026 face-to-face training.  j) For the council to consider approving the January 2026 bank reconciliation.  k) For the council to consider any actions from the invoice received from Leeds City Council, £2,965.62.</p>
10.	<p><b>Planning Matters:</b> (to the publication of the agenda)</p> <p><b>a) Planning Applications:</b> to consider a response  No applications.</p> <p><b>b) Planning Decisions:</b>  b) Grant of full planning permission – 29/01/2026 25/06353/FU 75, Kingsdale Gardens, Drighlington. BD11 1EZ.</p> <p><b>c) Planning Matters:</b></p> <p>10.c1) For the council to consider any actions from the Spatial Development Framework. The consultation runs from 29/01/2026 to 12/03/2026.  10.c2) For the council to consider any actions from the Leeds Local Plan Next Steps and overview paper.  10.c3) For the council to note the consultation supporting paper for the National Planning Policy Framework document, December 2025.  10.c4) For the council to receive the consultation responses to the National Planning Policy Framework document December 2025, and consider any actions.  10.c5) For the council to note the invitation from Drighlington Community Action and Save Our Drig meeting on the 2<sup>nd</sup> of March 2026 and consider any further actions.</p>
11.	<p><b>Reports: Committee's, Cllr's &amp; Clerk:</b> and to consider any actions</p> <p>a) For Cllrs M Hughes and Milomo to update the council concerning the defibrillators.  b) For the council to consider any actions from other Cllr reports.  c) For Cllr Egan to provide an update concerning the school hedge.  d) For Cllr C Edwards to update the council concerning the Bleed Kits.  e) For Cllr S Edwards to inform the council of an email received concerning Adwalton Common.</p>
12.	<p><b>Parish Activities:</b></p> <p>a) For the planting team to update the council and consider any actions from the update.  b) For Cllr C Edwards to give an update concerning Phase 2 of the play area.  c) For Cllrs C Edwards and Parker to update the council concerning the Summer Gala, and for the council to consider any actions.  d) For Cllr C Edwards to update the council concerning the Easter Egg Hunt and approve the budget of £500.00 and consider any further actions.  e) For Cllrs S Edwards and C Edwards to update the council concerning the bypass racing (if applicable).  f) For Cllrs S Edwards and C Edwards to update the council concerning traffic calming measures and to consider any actions (if applicable).  g) For the council to consider any actions concerning and costs for the Litter Picks in the village (Cllr H Irving).  h) For the council to consider the draft Terms of Reference for the Littering Awareness &amp; Litter Pick Working Party.  i) For the council to consider the locations of the 8 new litter bins from the funding secured by Ward Cllrs</p>
13.	<p><b>Financial Year 2025/2026:</b></p> <p>a) For the council to consider approving the Standing Orders.</p>
14.	<p><b>Receipt Matters: January 2026</b></p> <p>02/01/2026 – Drighlington Community Library £260.00 monthly rent.  13/01/2026 – Hiscox £1013.00 insurance settlement for the picnic table in the park.  28/01/2026 – Transfer from the Unity Trust Instant Access Account – Unity Trust Current Account - £20,000.</p>
15.	<p><b>Payments To consider approving (February 2026)</b></p> <p><b>R=Retrospective. The council may wish to consider approving the invoices en bloc</b></p>

No:	Name:	Reason:	Subtotal:	VAT:	Total:
1.R	Sorkin Brown Limited DD	February 2026 Rent	£500.00		£500.00
2.	Business Stream	Monthly Water Charge for the Hub February 2026	£17.47		£17.47
3.R	British Gas Lite DD	Monthly Utility payment The Hub	£502.45	£100.49	£602.94
4.R	XLN Daisy DD	Monthly DD payment -The Hub	£56.11	£11.22	£67.33
5.R	Unity Trust Bank - Automatic	Service Charge January 2026	£9.30		£9.30
6.	Jill Davis	February 2026 - Expenses	£45.87		£45.87
7.	Staff Salaries	February 2026	Redacted		
8.	Pension Payments DD	February 2026	Redacted		
9.	HMRC Payment	February 2026	TBC		TBC
10.R	Personnel Advice and Solutions Ltd	February 2026 payment	£150.00	£30.00	£180.00
11.R	HP Instant Ink – Automatic Payment	Monthly HP January payment	£20.81	£4.08	£24.89
12.	Yorkshire Air Ambulance (from the NatWest Account)	Donation from the Santa Sleigh collection	£105.68		£105.68
13.	ICO - DD	Data Protection Fee	£52.00		£52.00
14.R	Amazon	Stationery	£32.00	£6.41	£38.41-0.60p funded by Amazon = £37.81
15.R	Amazon	Ropes for flagpoles	£11.64	£2.34	£13.98 – 0.69p funded by Amazon = £13.29
16.	Leeds City Council (depending on the outcome 9.k)	Contribution towards Drighlington Park bottle bank installed 27/07/2023	£2965.62		£2965.62
		<b>TOTAL</b>	<b>£4468.95+</b>	<b>£154.54</b>	<b>£4622.20+ £1.29 difference due to the Amazon discount.</b>
<b>16.</b>	<b>Date of the Next PC Meeting: Ordinary Meeting 16<sup>th</sup> of March 2026 @ 7.00pm in the Main Room at Drighlington Methodist Church. Cut-off Date for items: 7<sup>th</sup> of March 2026.</b>				