



Drighlington Parish Council

The Community Hub
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Minutes of the Meeting of Drighlington Parish Council Ordinary Meeting Held at 7.00pm on Monday, 15th of June 2026 at Drighlington Methodist Church, Main Hall, Drighlington.

Councillors Present: S Edwards (Chairperson), C Edwards, Egan, G Hughes, M Hughes, Kidger, Milomo, North, Parker and Roebuck.

Absent Councillors: Baxter and Irving

Officers: Jill Davis (Clerk/RFO)

Leeds City Councillors: Ward Cllrs Graves and Grayshon

Other Attendees: 14 members of the public

1.	794/26	a) Chairperson's opening remarks: Cllr S Edwards opened the meeting at 7.01pm and welcomed everyone. Cllr S Edwards delivered the following report: There are no fire drills scheduled for this meeting. In the event that the fire alarm sounds, everyone needs to leave the building immediately by the nearest available exit. Ensure that mobile phones are switched to silent. Cllr S Edwards thanked Mr MacKay for attending the Parish Council meeting. Cllr S Edwards advised that, in order to allow sufficient time for Mr MacKay's presentation and for questions from those present, it may be necessary to defer consideration of some agenda items to a future meeting. The Council agreed to this proposal.
2.	795/26	Apologies for Absence: a) To receive any apologies. Cllrs Baxter and Irving – prior commitments. b) To approve reasons for absence given by Councillors. Resolved. The council approved the reasons.
3.	796/26	a) Declaration of Disclosable Pecuniary and Other Interests: None offered.
4.	797/26	a) Dispensations for Disclosable Pecuniary Interests: None requested.
5.	798/26	Minutes: a) For the council to consider approving the draft minutes of the Annual Meeting of the Parish Council held on the 18th of May 2026. Resolved. The council approved the minutes.
6.	799/26	Public Participation: a) To receive an update on the Leeds Local Plan – Mr Ian MacKay. Mr MacKay delivered the following presentation: Mr MacKay thanked the Parish Council for the invitation to attend and noted that this was his third visit to Drighlington. He advised that a scoping consultation will commence in June and would run for approximately six weeks and this is the first of three consultations planned from June 2026 onwards. Mr MacKay explained that the scoping consultation is required as a result of new legislation and will focus on the overall purpose and direction of the Leeds Local Plan.

	It was noted that the scoping consultation is not concerned with specific sites and will consist of two questions: firstly, the scope of the Local Plan, and secondly, how Leeds City Council should consult on future stages of the Plan. Mr MacKay mentioned that a unified response can have a stronger impact and suggested that this provides an opportunity for the community and the Parish Council to work together. He advised that the second consultation, currently planned for November 2026, will seek views on the emerging Leeds Local Plan and is expected to include potential policies and site options. Mr MacKay suggested that, when this consultation is live, Drighlington should consider the wider strategic picture when preparing any response. The third consultation will seek views on a full draft of the Local Plan and is currently planned for Autumn/Winter 2027. Mr MacKay further advised that the draft Leeds Local Plan is expected to be examined in 2028, with potential adoption in 2029. If adopted, the Leeds Local Plan will set out where new development is planned to take place, how it will be delivered, and the form it will take up to 2043. Mr MacKay emphasised the importance of Leeds City Council having an up-to-date Local Plan in place in order to protect towns, villages and the city from speculative development. Reference was made to the 2025 consultation, during which approximately 20,000 people submitted their views. Of these, around 6,000 comments were received from the Outer South area, of which Drighlington forms part. Mr MacKay encouraged all present to sign up to Commonplace in order to remain informed about progress on the Local Plan and to ensure that their registration had been completed correctly. Questions and Responses A question was raised as to whether industrial buildings could be included within the potential sites consultation in November. Mr MacKay advised that they could be, although this would depend on the relevant assessment criteria. Reference was made to a recent statement by the Chancellor indicating that housing development would proceed regardless of objections. Mr MacKay stated that he was unable to comment at that level, but noted that the Leeds Local Plan sets where development should take place. In response to a question regarding appeals against development proposals, Mr MacKay advised that once an appeal is lodged, it is outside the control of Leeds City Council and is determined by the Planning Inspectorate. When asked how long the scoping consultation would remain open, Mr MacKay confirmed that it would run for approximately six weeks. A question was raised regarding the extent of developers' influence within the planning process. Mr MacKay advised that Planning Officers do engage with developers; however, there is a formal process in place which must be followed. In response to a question regarding the overall vision of the Leeds Local Plan, Mr MacKay advised that the emerging vision includes housing, education, biodiversity, and making the most of future opportunities. A question was also raised as to whether there would be further opportunity to advocate for additional social housing provision. Mr MacKay confirmed that views of this nature could be submitted as part of the second consultation when it is launched in November 2026. Cllr S Edwards thanked Mr MacKay for attending. Mr MacKay left at 7.50pm. b) To receive reports from the Police. Not in attendance. c) Representation from members of the public on the business of the agenda for the meeting. A member of the public raised concerns the infrequency of the grass cutting in the village. Cllr C Edwards informed the resident that she has been liaising with Leeds City Council to get the grass cutting under control and back on schedule. A member of the public raised concerns about the amount of dog feces on King Street. Cllr Carol Edwards requested the resident's name and number and will also make contact with Leeds City Council and let her know the outcome. d) To receive reports from invited guests and Leeds City Councillors. Ward Cllr Graves provided the following report: He has received several complaints concerning Leeds City Council grass cutting. He was supporting with Drig Gala and it was going to plan and the Lord Mayor of Leeds will be attending. He has honoured a pledge to donate his £18,000 annual allowance and several community groups in Drighlington have received some funding from the allowance. Ward Cllr Graves left the meeting at 7.58pm Ward Cllr Grayshon delivered the following report: He has been working with several Leeds City Council casework teams. Footpath issues have been reported. The issues concerning the Wakefield Road garage are being chased regularly with Leeds City Council. Ongoing problems at the Old Drakes Mill site, chasing with Leeds City Council.
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7.	800/26	The Hub: a) For the council to consider approving a service on the shutters (September 2026) £145.00 +VAT. Resolved. The council approved the motion. b) For the council to note the monthly British Gas Lite invoice £116.97 The council noted the item. c) For the council to approve the annual insurance charge £293.70. Resolved. The council approved the item. d) For the council to approve Brealey's solicitor invoice of £469.44. Resolved. The council approved the item. e) For the council to consider approving the recommended new Broadband/Utility supplier as provided by Cllr Roebuck. The council discussed the item and agreed to defer the item to the July Parish Council meeting. f) For the council to consider the additional cost for the outside tap of £70.00. Resolved. The council approved the item.
8.	801/26	Administration Matters: a) For the council to note the clerk's holiday. b) For the council to note that CS Funfairs no longer wish to loan any PC assets for Drig Gala. c) For the council to consider any action from the information supplied by Cllr North concerning the steel A Frames. d) For the council to note that the Re-declaration of compliance concerning pension requirements was completed on 16/02/2026. e) For the council to consider sending a letter to His Majesty The King conveying the council's birthday wishes on the occasion of His Majesty's Official Birthday (Cllr C Edwards) f) To consider the invitation received from the Mayor of Morley and to determine whether any Cllr(s) wish to attend on behalf of the Parish Council. g) For the council to note the annual FSCS eligibility checks through Unity Trust Bank have been completed. The council deferred item 8. Item number 8 is to be considered at the July Parish Council meeting.
9.	802/26	End of Year 2025/2026: a) For the council to approve the amended March/End of Year bank reconciliation. Resolved. The council approved the motion. b) For the RFO/clerk to minute a declaration that the accounts are as yet unaudited. The RFO/Clerk minuted that the 2025/2026 are as yet unaudited. c) For the council to note the Internal Auditor's Report The council noted the item. d) For the council to consider any actions from the Internal Auditor's Report. The clerk informed the council of the following: The Clerk informed the council that the internal audit report had identified one recommendation, and that the external auditor had also raised one matter from the 2024/2025 financial year. Internal Auditor Recommendation This relates to the hard copy/electronic copy of the 2021/2022 AGAR Section 3, which could not be located and was not available on the Parish Council's website. The document had previously been searched for; however, it was noted that the document will no longer be required to be published after the conclusion of the 2027/2028 financial year. Matter Raised by the External Auditor This relates to Box 9 of the AGAR Fixed Asset Register for the 2023/2024 financial year, which had not been restated. The external auditor has confirmed that the 2023/2024 document no longer forms part of the current AGAR reporting requirements and, accordingly, no further action is required. The Clerk recommended that no further action be taken in respect of the Internal Auditor's report. Resolved. The Council approved that no further action is required. e) For the council to note Page 3 of the AGAR – The Annual Internal Audit Report. The council noted the item. f) For the council to consider approving PKF Littlejohn Bank Reconciliation. Resolved. The council approved the motion. g) For the council to consider approving the Explanation of Variances. Resolved. The council approved the motion. h) For the council to consider approving the CIL Report. Resolved. The council approved the motion. i) For the council to note the unaudited AGAR has been circulated to the council. The council noted the item. j) For the council to consider approving The Annual Governance Statement Section 1. Resolved. The council approved the motion. k) For the council to consider approving The Accounting Statements Section 2.

		Resolved. The council approved the motion. l) For the council to note, following approval, the Chairperson and clerk of the meeting sign the Annual Governance Statement and the Chairperson signs the Accounting Statement. The council noted the item. m) For the council to approve the Notice of Public Rights and Publication of the Unaudited Annual Governance & Accountability Return 2025/2026 from Wednesday 1 July 2026 – Tuesday 11 August 2026. Resolved. The council approved the motion. n) For the council to note under the Accounts & Audit Regulations 2015, the accounts information will be published. on the notice boards, the website and emailed to the external auditor before the 1st of July 2026 deadline. The council noted the item.
10.	803/26	Financial Matters: a) For the council to consider approving the flag order from Prime Design & Print (Village Flags) £420.00 +VAT. Resolved. The council approved the motion. b) For the council to consider approving the flag order from JW Plant (Union Jack/Yorkshire Day Flags) £292.02. Resolved. The council approved the motion. c) For the council to approve the invoice from Heelis & Lodge £350.00. Resolved. The council approved the motion. d) For the council to consider approving Jill Davis June 2026 expenses £29.75. Resolved. The council approved the motion. e) For the council to consider approving DSA Invoice £360.00. Resolved. The council approved the motion. f) For the council to note the bank balance Unity Trust Bank current account 02/05/202 2026 - £4,949.42. The council noted the item. g) For the council to note the bank balance NatWest Bank for May 2026 - £298.73. The council noted the item. h) For the council to note the bank balance Redwood Bank for May 2026 £11,000. The council noted the item. i) For the council to note the bank balance Unity Trust Bank instant access account for May £140,364.45. The council noted the item. j) For the council to consider approving the bank reconciliation for May 2026. Resolved. The council approved the motion.
11.	804/26	Planning Matters: (to the publication of the agenda and to consider any actions) a) Planning Applications: a.1) 26/02650/FU/SW Single- storey extension to the rear (extension requested) 82, Kingsdale Gardens, Drighlington. Resolved. The council approved the application with no comments. a.2) 26/030971/FU/SW Variation of condition 2 (approved plans) to previously approved planning application 23/07353/FU. Valley Mills, Whitehall Road, Drighlington. Resolved. The council approved the variation with no comments. b) Planning Decisions: b.1) 26/01446/FU. Grant of Full Planning Permission. Retrospective application for outbuilding to the rear. 22 Winterfell Road. Drighlington. BD11 IEG. The council noted the decision. b.2) 26/01765/FU. Grant of Full Planning Permission. Part single-storey extension to front and side. 63 Walton Drive Drighlington. BD11 1JN The council noted the decision. b.3) 25/05630/FU. Grant of Full Planning Permission. Hotel The Old Brickworks. Wakefield Road. Drighlington. BD11 1EA. Demolition of existing single – storey extension; erection of two- storey extension; associated alterations including amendments to hardstanding, car parking and landscaping. The council noted the decision. c) Planning Matters: c.1) For the council to consider any actions from the presentation concerning the Leeds Local Plan. The council discussed the item and will further consider what actions to undertake once the scoping consultation is live. The item will be discussed at the July PC meeting. c.2) For the council to consider approving Cllr Baxter to be given mandated responsibilities to monitor the redevelopment of The Hotel, The Old Brickworks, Wakefield Road and to report back to the full council with monthly updates/recommendations when applicable. Resolved. The council approved the motion.

12.	805/26	Reports: Committee's, Cllr's & Clerk: and to consider any actions a) For Cllrs M Hughes and Milomo to update the council concerning the defibrillators. Cllr Milomo informed the council that the monthly defibrillator checks had been completed and there were no issues to report. b) For the council to consider any actions from Cllr reports. No items. b.1) For Cllr C Edwards to update the council concerning the responses from Leeds City Council concerning the issues raised at the May PC meeting. DFK Kitchen Cllr C Edwards informed the council that a Fire Inspection had taken place and the business were now using different fire exists and were meeting the fire legislation requirements. The Old Drakes Mill Site – Moor Top Cllr C Edwards informed the council that the business had removed the concrete blocks, however, rubble sacks had now been put into place near to the gates. A further visit by Leeds City Council will be taking place. Miller's Estate Cllr C Edwards informed the council of communication received concerning no brown bins for phase two residents. Leeds City Council has informed Cllr C Edwards that there is not enough resources for the allocation of brown bins for the residents in phase 2 of the estate. c) For the council to consider any actions from the clerk's report. No items.
13.	806/26	Parish Activities: a) For the planting team to update the council and for the council to consider any actions from the update. b) For the council to consider any actions concerning the repair of the strimmer. c) For the council to consider any actions concerning grass cutting in the village and to include the usage of the PC's strimmer (Cllrs C Edwards/North). d) For the clerk to update the council concerning Play Area Phase 2. e) For the council to consider and agree the supplier and/or retailer from which the prizes for the Yorkshire Day competition will be purchased. The council deferred item 13. Item number 13 is to be considered at the July Parish Council meeting.
14.	807/26	Financial Year 2026/2027: a) For the council to consider appointing Heelis & Lodge as the internal auditor for 2026/2027 £385.00 Resolved. The council approved the item. b) For the council to approve Jill Davis Clerk/RFO as required under s151 of the Local Government Act 1972 (for d. financial administration), annual requirement. Resolved. The council approved the item. c) For the council to note the Ministry of Housing Communities & Local Government has confirmed the section 137 expenditure for 2026/2027 is £11.60 per elector The council noted the item.
15.	808/26	Responsibilities – Memberships, Liaison Officers & Responsibilities: For the council to consider the Memberships, Liaison Officers and Responsibilities for 2026/2027. The council deferred item 15. Item number 15 is to be considered at the July Parish Council meeting.
16.	809/26	Receipt Matters: May 2026 01/05/2026 – Drighlington Community Library monthly rent- £260.00 11/05/2026 – HMRC VAT Reclaim - £319.39 11/05/2026 – Unity Trust Bank reversal - £9.85 20/05/2026 – Drighlington Community Library annual insurance charge - £170.84 22/05/2026 – HMRC VAT Reclaim - £121.03 The council noted the items.

17.	810/26	Payments To consider approving (June 2026) R=Retrospective. The council may wish to consider approving the invoices en bloc					
		No:	Name:	Reason:	Subtotal:	VAT:	Total:
		1.R	Sorkin Brown Limited DD	June 2026 Rent	£500.00		£500.00
		2.	Business Stream	Monthly Water Charge for the Hub	£25.27		£25.27
		3.R	British Gas Lite DD	Monthly Utility payment for the Hub	£111.40	£5.57	£116.97
		4.R	XLN Daisy DD	Monthly DD payment March 2026 The Hub	£60.10	£12.02	£72.12
		5.	Unity Trust Bank - Automatic	Monthly Service Charge 2026	£6.77		£6.77
		6.	Sorkin Brown Limited	Annual Insurance Charge	£293.70		£293.70
		7.	Drighlington Methodist Church	Room Hire (2 May meetings and use of the kitchen)	£125.00		£125.00
		8.	Pension Payments DD	June 2026	Redacted		
		9.	HMRC Payment	June 2026	TBC		TBC
		10.	Salaries	June 2026	Redacted		
		11.R	NatWest Bank	Monthly Bank Charges	£1.05		£1.05
		12.R	HP Instant Ink – Automatic Payment	Monthly HP March payment	£9.16	£1.83	£10.99
		13.R	Drighlington Community Library	Donation S137	£50.00		£50.00
		14.R	Drighlington Bowling Club	Donation S137	£50.00		£50.00
		15.R	1 ST Drighlington Girls' Brigade	Grant S137	£500.00		£500.00
		16.R	Drighlington Coffee Pot/Memory Cafe	Donation S137	£50.00		£50.00
		17.	DSA Gardening	Balance - Cherry Tree Invoice	£580.00		£580.00
		18.	Brealeys Solicitor	Invoice for the preparation of the licence with Drighlington Community Library (liability carried forward 2025/2026)	£378.70	£90.74	£469.44
		19.	Heelis & Lodge	Internal Audit 2025/2026	£350.00		£350.00
		20.	DSA Gardening	Invoice 0012	£360.00		£360.00
		21.R	Morrisons	Annual Parish Meeting	£86.50		£86.50
		22.R	Morrisons	Annual Parish Meeting	£56.02		£56.02
		23.R	Unity Trust Bank	Bank Fees 31/05/26	£9.85		£9.85
		TOTAL	£3603.62+	£110.16	£3713.68+		

With no further business to transact, Cllr S Edwards thanked everyone for attending and closed the meeting at 8.52pm

Signed: Cllr S Edwards

Dated: 20 July 2026

The minutes were approved by the Parish Council at the PC meeting held on 20 July 2026