



Drighlington Parish Council

The Community Hub
1, Moorside Approach
Drighlington BD11 1JF

Tel: 07984733352

Email: clerk@drighlingtonparishcouncil.gov.uk

Website: www.drighlingtonparishcouncil.gov.uk

Dated: 15th July 2026

NOTICE OF AN ORDINARY MEETING OF THE PARISH COUNCIL

To all members of the Parish Council,

You are respectfully summoned to attend an Ordinary Meeting of the Parish Council to be held in the Main Hall at Drighlington Methodist Church, King Street, BD11 1EL, on **the 20th July** to transact the business set out in the agenda.

Signed: *Jill Davis*

Jill Davis 15/07/2026

*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 ORDINARY PARISH COUNCIL MEETING

Monday 20TH July 2026 @ 7.00pm

A G E N D A

1.	a) Chairperson's opening remarks:
2.	Apologies for Absence: a) To receive any apologies. b) To approve reasons for absence given by Councillors.
3.	a) Declaration of Disclosable Pecuniary and Other Interests:
4.	a) Dispensations for Disclosable Pecuniary Interests:
5.	Minutes: a) For the council to consider approving the draft minutes of the ordinary Parish Council held on the 15 th of June 2026.
6.	Public Participation: 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.
7.	Hub Matters: a) For the council to note the monthly British Gas Lite invoice £37.59. b) For the council to consider approving the recommended Broadband supplier as provided by Cllr Roebuck. c) For the council to consider approving the recommended utility supplier as provided by Cllr Roebuck d) For the council to note the annual PAT test has been actioned. e) For the council to note the Fire Alarm Maintenance checks have been actioned. f) For the council to note the Emergency Lighting Inspection has been actioned. g) For the council to approve Genesis Fire Limited invoice £252.00 h) For the council to approve Genesis Limited invoice £84.00

8.	Administration Matters: a) For the council to note the clerk's holiday. b) For the council to consider any action from the information concerning the steel A Frames. c) For the council to note the annual FSCS eligibility checks through Unity Trust Bank have been completed. d) For the council to note the external auditor has confirmed receipt of the 2025/2026 financial documents. e) For the council to consider inviting the Office Manager to Mark Swards MP to attend the August Parish Council meeting to present the MP's report on matters relating to the village. f) For the clerk to update the council concerning an Insurance claim (see also 9.m)
9.	Financial Matters: a) For the council to note the bank balance Unity Trust Bank current account June 2026 - £2,223.29. b) For the council to note the bank balance NatWest Bank for June 2026 - £547.07. c) For the council to note the bank balance Redwood Bank for June 2026 £11,000. d) For the council to note the bank balance Unity Trust Bank instant access account for June £137,038.30. e) For the council to approve a transfer of £22,130.00 from Unity Trust instant account to Unity Trust current account to meet the PC's liabilities for 3 months (this includes grant requests). f) For the council to ratify Gas App Uk (outside tap) £270.00 (approved May/June PC meetings). g) For the council to ratify the payment to Chippindale for the repair and replacement blade of the strimmer (5.15 Financial Regulations) £50.26. h) For the council to ratify the payment to JW Plant & Co Ltd for the purchase of flags £292.06 (pre-payment required 5.15 Financial Regulations) £292.06. i) For the council to consider approving Jill Davis July expenses of £22.95. j) For the council to consider approving the bank reconciliation for June 2026. k) For the council to ratify that multistore vouchers will be prizes for the What Yorkshire Means to You competition. The total cost is £60.00. l) For the council to approve the DSA Gardening invoice £360.00. m) For the council to consider approving the Clyde & Co invoice £254.60.
10.	Leeds Local Plan Matters: a) For the council to note the receipt of the Scoping Consultation document. b) For the council to consider any actions from the supporting paper concerning the scoping consultation information.
11.	Planning Matters: (to the publication of the agenda and to consider any actions) a) Planning Applications: a.1) 26/03812/FU/SW. Single storey side and rear extension with solar panels to roof and to rear and alterations to the garage and driveway. 18 Adwalton Green. Drighlington. a.2) 26/03087/FU/SW. Replacement of existing outbuilding flat roof to a pitched roof. 22 Winterfell Road Drighlington. b) Planning Decisions: b.1) 26/02650/FU. Single storey extension to the rear. Grant of full planning permission. 82, Kingsdale Gardens. BD11 1EZ. b.2) 26/02183/FU. Installation of nine air condenser units to the side. Grant of full planning permission. Valley Mill, Whitehall Road. BD11 9NQ. b.3) 26/03060/TR. T1 Sycamore, to prune overhanging branches on neighbouring property by 3 metres from the ground to give 3 metres clearance from the house to avoid contact with vehicles. Five side shoots growing from the trunk. Split decision. Part refusal, part approval of the application. c) Planning Matters: c.1) For Cllr Baxter to provide an update on the redevelopment of the Premier Inn at the Old Brickworks, make any recommendations where appropriate, and for the council to consider any actions arising from the update. c.2) For the council to consider the Notice of Public Path Order for Morley Footpath 16 and decide whether to submit any representations or objections by 23 July. c.3) For the council to note the planning notification (the PC is not a consultee) 26/03740/DPD. Change of use from Commercial, Business and Service (Use Class E) to Two Dwellinghouses (Use Class C3) 147 King Street, Drighlington. BD11 1EJ.
12.	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. b) For the council to consider any actions from Cllr reports. c) For the council to consider any actions from the clerk's report.
13.	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 the watering options for 2026/2027 season. c) For the council to consider approving additional keys for the outside tap and to consider a budget.

		d) For Cllr C Edwards & the clerk to update the council concerning Play Area Phase 2. e) For the council to consider approving the First Aid Awareness courses Cllr Parker. f) For the council to approve (dependent on item 13.d) a budget for refreshments. g) 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). h) For Cllr Irving to update the council concerning the recent litter pick. i) For the council to consider any actions from the information provided by Cllr North concerning the Moor barriers with an update from Cllr S Edwards & clerk.																																																																																																																		
14.		Responsibilities – Memberships, Liaison Officers & Responsibilities: a) For the council to consider the memberships, liaison officers and responsibilities for 2026/2027.																																																																																																																		
15.		Grants & Donations 2026/2027: a-c) For the council to note Drighlington Cricket Club's additional documents have been received. d) For the council to consider the grant request from Drighlington Cricket Club for Drigmass 2026.																																																																																																																		
16.		Receipt Matters: June 2026: 01/06/2026 - £260.00 – Monthly rent received Drighlington Community Library. 30/06/2025 - £673.85 – Interest received. 10/06/2026 – For the council to ratify the transfer of £4,000 between the Unity Trust bank accounts to meet the monthly liabilities. 17/06/2026 - For the council to ratify the transfer of £300.00 to NatWest from the Unity Trust current account (flags purchase).																																																																																																																		
17.		Payments To consider approving (July 2026) R=Retrospective. The council may wish to consider approving the invoices en bloc <table><tr><th>No:</th><th>Name:</th><th>Reason:</th><th>Subtotal:</th><th>VAT:</th><th>Total:</th></tr><tr><td>1.R</td><td>Sorkin Brown Limited DD</td><td>July 2026 Rent</td><td>£500.00</td><td></td><td>£500.00</td></tr><tr><td>2.</td><td>Business Stream</td><td>Monthly Water Charge for the Hub</td><td>TBC</td><td></td><td>TBC</td></tr><tr><td>3.R</td><td>British Gas Lite DD</td><td>Monthly Utility payment for the Hub</td><td>£111.40</td><td>£5.57</td><td>£116.97</td></tr><tr><td>4.R</td><td>XLN Daisy DD</td><td>Monthly DD payment March 2026 The Hub</td><td>£60.10</td><td>£12.02</td><td>£72.12</td></tr><tr><td>5.</td><td>Unity Trust Bank - Automatic</td><td>Monthly Service Charge 2026</td><td>£6.77</td><td></td><td>£6.77</td></tr><tr><td>6.</td><td>Genesis Fire Ltd</td><td>Invoice Number 001814 Emergency lighting and Fire checks</td><td>£210.00</td><td>£42.00</td><td>£252.00</td></tr><tr><td>7.</td><td>Genesis Fire Ltd</td><td>Invoice 001813 PAT Testing</td><td>£70.00</td><td>£14.00</td><td>£84.00</td></tr><tr><td>8.R</td><td>Gas App Uk</td><td>Invoice 00077 Installation and equipment for the outside tap</td><td>£270.00</td><td></td><td>£270.00</td></tr><tr><td>9.</td><td>Pension Payments DD</td><td>July 2026</td><td>Redacted</td><td></td><td></td></tr><tr><td>10.</td><td>HMRC Payment</td><td>July 2026</td><td>TBC</td><td></td><td>TBC</td></tr><tr><td>11.</td><td>Salaries</td><td>July 2026</td><td>Redacted</td><td></td><td></td></tr><tr><td>12.R</td><td>NatWest Bank</td><td>Monthly Bank Charges</td><td>£1.40</td><td></td><td>£1.40</td></tr><tr><td>13.R</td><td>HP Instant Ink – Automatic Payment</td><td>Monthly HP payment</td><td>£11.66</td><td>£2.33</td><td>£13.99</td></tr><tr><td>14.R</td><td>Chippindale</td><td>Service and replacement blade fitted to the strimmer</td><td>£41.88</td><td>£8.38</td><td>£50.26</td></tr><tr><td>15.</td><td>Jill Davis</td><td>Expenses for June 2026 (approved & paid, but not listed)</td><td>£29.75</td><td></td><td>£29.75</td></tr><tr><td>16.</td><td>Prime Design & Print</td><td>Drighlington Flags</td><td>£420.00</td><td>£84.00</td><td>£504.00</td></tr><tr><td>17.</td><td>Drighlington Methodist Church</td><td>Room Hire June's PC meeting</td><td>£40.00</td><td></td><td>£40.00</td></tr><tr><td>18.R</td><td>JW Plant</td><td>Yorkshire/ Union Jack Flags</td><td>£243.39</td><td>£48.67</td><td>£292.06</td></tr></table>	No:	Name:	Reason:	Subtotal:	VAT:	Total:	1.R	Sorkin Brown Limited DD	July 2026 Rent	£500.00		£500.00	2.	Business Stream	Monthly Water Charge for the Hub	TBC		TBC	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.	Genesis Fire Ltd	Invoice Number 001814 Emergency lighting and Fire checks	£210.00	£42.00	£252.00	7.	Genesis Fire Ltd	Invoice 001813 PAT Testing	£70.00	£14.00	£84.00	8.R	Gas App Uk	Invoice 00077 Installation and equipment for the outside tap	£270.00		£270.00	9.	Pension Payments DD	July 2026	Redacted			10.	HMRC Payment	July 2026	TBC		TBC	11.	Salaries	July 2026	Redacted			12.R	NatWest Bank	Monthly Bank Charges	£1.40		£1.40	13.R	HP Instant Ink – Automatic Payment	Monthly HP payment	£11.66	£2.33	£13.99	14.R	Chippindale	Service and replacement blade fitted to the strimmer	£41.88	£8.38	£50.26	15.	Jill Davis	Expenses for June 2026 (approved & paid, but not listed)	£29.75		£29.75	16.	Prime Design & Print	Drighlington Flags	£420.00	£84.00	£504.00	17.	Drighlington Methodist Church	Room Hire June's PC meeting	£40.00		£40.00	18.R	JW Plant	Yorkshire/ Union Jack Flags	£243.39	£48.67	£292.06
No:	Name:	Reason:	Subtotal:	VAT:	Total:																																																																																																															
1.R	Sorkin Brown Limited DD	July 2026 Rent	£500.00		£500.00																																																																																																															
2.	Business Stream	Monthly Water Charge for the Hub	TBC		TBC																																																																																																															
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.	Genesis Fire Ltd	Invoice Number 001814 Emergency lighting and Fire checks	£210.00	£42.00	£252.00																																																																																																															
7.	Genesis Fire Ltd	Invoice 001813 PAT Testing	£70.00	£14.00	£84.00																																																																																																															
8.R	Gas App Uk	Invoice 00077 Installation and equipment for the outside tap	£270.00		£270.00																																																																																																															
9.	Pension Payments DD	July 2026	Redacted																																																																																																																	
10.	HMRC Payment	July 2026	TBC		TBC																																																																																																															
11.	Salaries	July 2026	Redacted																																																																																																																	
12.R	NatWest Bank	Monthly Bank Charges	£1.40		£1.40																																																																																																															
13.R	HP Instant Ink – Automatic Payment	Monthly HP payment	£11.66	£2.33	£13.99																																																																																																															
14.R	Chippindale	Service and replacement blade fitted to the strimmer	£41.88	£8.38	£50.26																																																																																																															
15.	Jill Davis	Expenses for June 2026 (approved & paid, but not listed)	£29.75		£29.75																																																																																																															
16.	Prime Design & Print	Drighlington Flags	£420.00	£84.00	£504.00																																																																																																															
17.	Drighlington Methodist Church	Room Hire June's PC meeting	£40.00		£40.00																																																																																																															
18.R	JW Plant	Yorkshire/ Union Jack Flags	£243.39	£48.67	£292.06																																																																																																															

		19.	DSA Gardening	Invoice 0013	£360.00		£360.00
		20.	Autela Payroll services	Invoice 17382	£92.00	£18.40	£110.40
				TOTAL	£2722.95+	£235.37	£2958.32+
18.		Date of the Next PC Meeting: Ordinary Parish Council Meeting: 17 th August 2026 @ 7.00pm in the Main Hall at Drighlington Methodist Church. Agenda cut-off: 8 th of August 2026					