



Drighlington Parish Council

The Community Hub
1, Moorside Approach
Drighlington BD11 1JF

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Minutes of the Meeting of Drighlington Parish Council Ordinary Meeting Held at 7.00pm on Monday, 20th of July 2026 at Drighlington Methodist Church, Main Hall, Drighlington.

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

Absent Councillors: North

Officers: Jill Davis (Clerk/RFO)

Leeds City Councillors: Ward Cllr Grayshon

Other Attendees: 4 members of the public

1.	812/26	a) Chairperson's opening remarks: Cllr S Edwards opened the meeting at 7.00pm and welcomed everyone. Cllr S Edwards provided the following report: Cllr S Edwards reminded everyone that there were no planned fire alarm tests during the meeting. In the event that the fire alarm sounded, attendees were asked to leave the building via the nearest fire exit. Attendees were also reminded to switch their mobile phones to silent and to take any telephone calls outside the hall. Cllr S Edwards congratulated everyone involved in organising the Drig Gala, recognising the significant achievement in delivering the event within a limited timescale. Congratulations were also extended to Drighlington AFC on the recent presentations for both the boys' and girls' teams, with best wishes offered for their continued success. Cllr S Edwards further congratulated the pupils of Drighlington Primary School who had been nominated for the Margetson's School Trust Awards. The awards were presented during the school assembly by Carol Edwards, Maureen Hughes, Pam Roebuck and Ward Councillor Terry Grayshon. Finally, Cllr S Edwards encouraged everyone to continue supporting members of the community who may be struggling during the period of warm weather.
2.	813/26	Apologies for Absence: a) To receive any apologies. Reason received from Cllr North. b) To approve reasons for absence given by Councillors. Resolved. The council approved the apologies.
3.	814/26	a) Declaration of Disclosable Pecuniary and Other Interests: No declarations.
4.	815/26	a) Dispensations for Disclosable Pecuniary Interests: None offered.
5.	816/26	Minutes: a) For the council to consider approving the draft minutes of the ordinary Parish Council held on the 15th of June 2026. Resolved. The Council approved the minutes of the June meeting. Two Councillors abstained from voting as they were not in attendance at the June meeting.
6.	817/26	Public Participation: a) Representation from members of the public on the business of the agenda for the meeting. No items from the members of the public. b) To receive reports from the Police. No Police in attendance. c) To receive reports from invited guests and Leeds City Councillors. Ward Cllr Grayshon provided the following report:

		The old garage on Wakefield Road is now fully boarded up and will be monitored. There is a meeting planned with the new owners of the New Inn. Issues have been raised concerning the road markings and parking near the shop in Fairfax. Highways and Enforcement have been informed. Ward Cllr Grayshon been appointed as a trustee for the Margetson's School Trust. The council noted the apologies from Ward Cllrs Brown and Graves.
7.	818/26	Hub Matters: a) For the council to note the monthly British Gas Lite invoice £37.59. The council noted the item. b) For the council to consider approving the recommended Broadband supplier as provided by Cllr Roebuck. Resolved. The council approved the appointment of Zen as the council's broadband supplier, in accordance with Cllr Roebuck's recommendation. Cllr Roebuck and the clerk to action. c) For the council to consider approving the recommended utility supplier as provided by Cllr Roebuck. Resolved. The council approved the appointment of EDF as the council's electricity supplier, in accordance with Cllr Roebuck's recommendation. Cllr Roebuck and the clerk to action. d) For the council to note the annual PAT test has been actioned. The council noted the item. e) For the council to note the Fire Alarm Maintenance checks have been actioned. The council noted the item. f) For the council to note the Emergency Lighting Inspection has been actioned. The council noted the item. g) For the council to approve Genesis Fire Limited invoice £252.00 Resolved. The council approved the motion. h) For the council to approve Genesis Limited invoice £84.00 Resolved. The council approved the motion.
8.	819/26	Administration Matters: a) For the council to note the clerk's holiday. The council noted the item. b) For the council to consider any action from the information concerning the steel A Frames. The item was deferred to the August PC meeting. c) For the council to note the annual FSCS eligibility checks through Unity Trust Bank have been completed. The council noted the item. d) For the council to note the external auditor has confirmed receipt of the 2025/2026 financial documents. The council noted the item. 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. Resolved. The council approved the motion. f) For the clerk to update the council concerning an Insurance claim (see also 9.m) The item was deferred to the August PC meeting.
9.	820/26	Financial Matters: a) For the council to note the bank balance Unity Trust Bank current account June 2026 - £2,223.29. The council noted the item. b) For the council to note the bank balance NatWest Bank for June 2026 - £547.07. The council noted the item. c) For the council to note the bank balance Redwood Bank for June 2026 £11,000. The council noted the item. d) For the council to note the bank balance Unity Trust Bank instant access account for June £137,038.30. The council noted the item. 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). Resolved. The council approved the motion. f) For the council to ratify Gas App Uk (outside tap) £270.00 (approved May/June PC meetings). Resolved. The council ratified the motion. 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. Resolved. The council ratified the motion. 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. Resolved. The council ratified the motion. i) For the council to consider approving Jill Davis July expenses of £22.95. The council approved the motion.

		j) For the council to consider approving the bank reconciliation for June 2026. The council approved the motion. 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. The council approved the motion. l) For the council to approve the DSA Gardening invoice £360.00 The council approved the motion. m) For the council to consider approving the Clyde & Co invoice £254.60. The council approved the motion.
10.	821/26	Leeds Local Plan Matters: a) For the council to note the receipt of the Scoping Consultation document. The council noted the receipt of the Scoping Consultation document. b) For the council to consider any actions from the supporting paper concerning the scoping consultation information. The clerk reported that the Leeds Local Plan Scoping Consultation is open from 24 June to 4 August 2026. Although the council has been granted an extension until 19 August 2026 to submit its formal response, the Leeds Local Plan team has requested that a top-line response be submitted by 4 August 2026. Resolved. The council approved Cllr Roebuck to prepare the top-line response. The clerk was granted delegated authority to approve and submit the response on behalf of the council by 4 August 2026. The council noted that the top-line response may be superseded by the council's formal response following consideration and approval at the Parish Council meeting on 17 August 2026. The clerk sought the council's views on how best to engage with the community as part of the consultation process. Resolved. The council approved the clerk contacting Save Our Drig to invite any comments or observations for consideration as part of the council's formal response. Resolved. Cllr Roebuck and the clerk will prepare a draft formal response for consideration by the council at the August Parish Council meeting.
11.	822/26	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. Resolved. The council approved the application with no comments. Clerk to action. a.2) 26/03087/FU/SW. Replacement of existing outbuilding flat roof to a pitched roof. 22 Winterfell Road Drighlington. Resolved. The council approved the application with no comments. Clerk to action. b) Planning Decisions: b.1) 26/02650/FU. Single storey extension to the rear. Grant of full planning permission. 82, Kingsdale Gardens. BD11 1EZ. The council noted the item. 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. The council noted the item. 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. The council noted the item. 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. Cllr Baxter provided the following report: All planning documentation had been reviewed, and no significant issues were identified. Development must commence within three years of the date planning permission is granted. The developer will be required to prepare a Construction Management Plan, which must be submitted to and approved by Leeds City Council. 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. Cllr Roebuck informed the council of the Public Path Order and suggested the council offer no recommendations and no objections. Cllr Egan requested the opportunity to look into the application. Resolved. The council approved for Cllr Egan to be given time to look at the application further and report any comments to the clerk.

		Resolved. The council approved the clerk granted delegated authority to approve and submit any recommendations or objections from Cllrs Egan and Roebuck. 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. The council noted the item.
12.	823/26	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 M Hughes informed the council that the monthly checks had taken place and there were no issues. b) For the council to consider any actions from Cllr reports. No items discussed. c) For the council to consider any actions from the clerk's report. No items discussed.
13.	824/26	Parish Activities: a) For the planting team to update the council and for the council to consider any actions from the update. Cllr Irving provided the following report: Morley Town Council has two, and potentially three, surplus planters available to replace some of the existing planters along the Trim Trail. Transportation costs may be incurred to collect the planters. Resolved. The council approved the acceptance of the replacement planters from Morley Town Council and authorised any associated transportation costs. Maintenance works had been undertaken around the village. The council discussed the condition of the rockeries on the Trim Trail. It was noted that some plants had been planted in unsuitable locations and would need to be relocated. It was proposed that a review of the rockeries be commissioned to assess the planting scheme and identify any remedial works required. The clerk was requested to contact the gardening contractors. Cllr G Hughes asked who was responsible for cutting the hedge adjacent to the rockeries. Cllr Irving advised that this is the responsibility of Leeds City Council and confirmed that a request had been made for maps identifying the areas for which Leeds City Council is responsible. A concern was raised regarding the watering of the planting areas on either side of the bench on Moorside Road. Cllr Baxter offered to investigate the issue and identify a suitable solution. Resolved. The council approved commissioning a review of the Trim Trail rockeries and approved Cllr Baxter investigating the watering issue and taking appropriate action to resolve it. b) For the council to consider the watering options for 2026/2027 season. Cllr Irving informed the council that the external water tap at the Community Hub has now been installed, making it easier to water the planting in the immediate vicinity. However, it was noted that some planting areas beyond the reach of the tap may still require regular watering. The council discussed the anticipated period during which watering would be required and the areas for which the council is responsible. The clerk advised that the council's gardening contractor, DSA Gardening, charged £130.00 per week for watering services, as required, during the previous year. The contractor has confirmed that the charge will remain the same for 2026, subject to one week's notice. Resolved. The council approved the appointment of DSA Gardening to undertake watering of the council's areas of responsibility, as required, between 20 July 2026 and 30 September 2026, at a cost of £130.00 per week, subject to one week's notice with two councillors abstaining. The clerk was instructed to notify the contractor. Cllr Irving also informed the council of the difficulty of watering at the War Memorial. Resolved. £100 was approved to also cover the purchase of water storage containers at the residents next to the War Memorial. Cllr Irving to investigate. c) For the council to consider approving additional keys for the outside tap and to consider a budget. Resolved. The council rejected the motion. d) For Cllr C Edwards & the clerk to update the council concerning Play Area Phase 2. Cllr C Edwards provided the following report: A site meeting had recently taken place between all parties to carry out the final site walk – through The work begins on the 21st of July and will take approximately 4 - 6 weeks. The £3,000.00 grant request has been approved. e) For the council to consider approving the First Aid Awareness courses Cllr Parker. Cllr Parker provided the following report: Two free First Aid Awareness courses were available. One for Child and Babies and one for adults. The child and baby first aid awareness course is planned for Monday 10th August The adult first aid awareness course is planned for Tuesday 11th August Drighlington Community Sports Club have the availability and would offer the rooms to run the courses free of charge. The courses are run by Cookson First Aid

		Facebook and posters would be utilised to promote the courses. Resolved. The council approved the dates for the courses and all other items. Cllr Parker to action. f) For the council to approve (dependent on item 13.e) a budget for refreshments. Resolved. The council approved £10.00 for refreshments. Cllr Parker to organise. 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). The council discussed whether the strimmer needed to be allocated to any parish member, as areas are cut by Leeds City Council and the PC's contractor. Resolved. The council approved for the strimmer to remain in the PC's office for the time being. h) For Cllr Irving to update the council concerning the recent litter pick. Cllr Irving provided the following report: Six councillors attended the event with 14 volunteers. Due to the heat, the event lasted for one and a quarter hours, and 14 bags were collected. 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. The item was deferred to the August PC meeting.																																																																														
14.	825/26	Responsibilities – Memberships, Liaison Officers & Responsibilities: a) For the council to consider the memberships, liaison officers and responsibilities for 2026/2027. The item was deferred to the August PC meeting.																																																																														
15.	826/26	Grants & Donations 2026/2027: a-c) For the council to note Drighlington Cricket Club's additional documents have been received. The council noted the items. d) For the council to consider the grant request from Drighlington Cricket Club for Drigmass 2026. The item was deferred as Cllr S Edwards raised a query. The clerk is to make contact with Drighlington Cricket Club.																																																																														
16.	827/26	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. The council noted the receipts. 17/06/2026 – For the council to ratify the transfer of £300.00 to NatWest from the Unity Trust current account (flags purchase). Resolved. The council ratified the motion.																																																																														
17.	828/26	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>£35.80</td><td>£1.79</td><td>£37.59</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></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	£35.80	£1.79	£37.59	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
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		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		£2392.75+	£231.59	£2624.34+
		Resolved. Item 1 – 20. Clerk to action					
18.	829/26	Date of the Next PC Meeting: Ordinary Parish Council Meeting: 17th August 2026 @ 7.00pm in the Main Hall at Drighlington Methodist Church. Agenda cut-off: 8th of August 2026					

With no further business to transact, Cllr S Edwards thanked everyone for attending and closed the meeting at 8.00pm.

Signed: Cllr Steve Edwards

Dated: 17 August 2026

The minutes were approved by the Parish Council at the PC meeting held on 17 August 2026