Drighlington Parish Council

The Community Hub
1A, Moorside Approach
Drighlington BD11 1JF

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Dated: 12th August 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 17th August 2026** to transact the business set out in the agenda.

Signed: *Jill Davis*
Jill Davis 12/08/2026

*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 17th August 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 20th July 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. d) To receive a report from the Office Manager to Mark Sewards MP.
7.		**Hub Matters:** a) For the council to note the monthly British Gas Lite invoice of £44.38. b) For the council to consider any actions from the Fire Risk Assessment 2026. c) For the council to consider renewing the fire documents and to consider a date for the Fire Drill to take place. d) For the council to consider renewing the Asbestos Survey Report. e) For the council to consider renewing the Health and Safety Report. f) For the council to approve the Genesis Fire Invoice of £354.00.
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 clerk to update the council concerning an Insurance claim (8.e). d) For the council to consider the invitation from the Leeds Lord Mayor's Office and consider any further action. e) For Cllr S Edwards to announce the winners of the What Yorkshire Means to You Competition 2026.
9.		**Financial Matters:** a) For the council to note the bank balance Unity Trust Bank current account July 2026 - £15,945.93. b) For the council to note the bank balance NatWest Bank for July 2026 - £0.00. c) For the council to note the bank balance Redwood Bank for July 2026 £11,411.82. d) For the council to note the bank balance Unity Trust Bank instant access account for June £114,908.30. e) For the council to ratify the payment to Clyde & Co £254.60 and to approve a further invoice of £55.04. f) For the council to ratify the grant payment to CS Funfairs £3500.00 towards to the cost of Drig Gala 2026. g) For the council to consider approving the clerk's expenses for August £47.19. h) For the council to consider approving DSA's Gardening invoice £442.50 i) For the council to consider approving the July bank reconciliation.
10.		**Leeds Local Plan Matters:** a) For the council to consider approving the Scoping Consultation comments as prepared by Cllr Roebuck.
11.		**Planning Matters:** (to the publication of the agenda and to consider any actions) **a) Planning Applications:** a.1) 26/04364/FU. Two-storey side and two-storey rear extension, porch to front, creation of hardstanding to front for parking. 12 Penfield Road Drighlington. **b) Planning Decisions:** b.1) 25/04892/FU. Alterations to existing coach house to form two dwellings including replacement single storey front and side extensions, replacement roof, addition of rooflights, removal of existing render finish, new and replacement windows, rear and hard and soft landscaping works; the erection of five dwellings with associated works including new pedestrian and vehicular access, boundary wall amendments and repairs, hard and soft landscaping. Planning application refused. Land Adjacent To Back Lane, Drighlington. BD11 1LS. **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 responding to the West Yorkshire Mass Transit: Spatial Development Framework Joint Development Plan Document Draft – Closing date 27 September.
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 the 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 note the second key for the outdoor tap is located at the Community Hub. c) For the council to consider approving the quotation from DSA Gardening concerning cutting of the Trim Trail hedge £95.00. d) For the clerk to update the council concerning the Parish Paths Partnership agreement. e) For Cllr C Edwards & the clerk to update the council concerning Play Area Phase 2. f) For Cllr Parker to update the council concerning the First Aid Awareness Courses. g) For the council to note and consider any actions from the information concerning the racing on the A650. h) 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. i) For the council to consider approving the date of the Litter Pick event - 12 September.
14.		**Responsibilities – Memberships, Liaison Officers & Responsibilities:** a) For the council to consider the memberships, liaison officers and responsibilities for 2026/2027. b) For the council to consider and approve members'/officers' requests to attend training courses provided by the Yorkshire Local Councils Associations (YLCA), based on the training information that has been circulated. c) For the council to consider approving the clerk's delegated 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.		**Remembrance Sunday 2026:** a) For the council to consider any actions from the supporting paper concerning Remembrance Sunday.
17.		**Christmas 2026:** a) For the council to consider any actions from the recommendations provided by the Christmas Working Party. b) For the council to consider approving the Santa Sleigh dates and routes.

18. **Receipt Matters: July 2026:**

01/07/2026 - £260.00 – Monthly rent received Drighlington Community Library.
07/07/2026 - £411.82 – Redwood Bank Interest.
16/07/2026 - £787.50 – Leeds City Council Grant.
17/07/2026 - £241.02 – Transfer from NatWest Bank to Unity Trust Current Account.
21/07/2026 - £22,130.00 – Transfer from Unity Instant Access Account – Unity Trust Current Account (approved 20/07/2026 item 9.e)

19. **Payments** To consider approving (August 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	August 2026 Rent	£500.00		£500.00
2.	Business Stream	Monthly Water Charge for the Hub	£18.55		£18.55
3.**R**	British Gas Lite DD	Monthly Utility payment for the Hub – August 2026	£42.27	£2.11	£44.38
4.**R**	XLN Daisy DD	Monthly DD payment August 2026 The Hub	£60.10	£12.02	£72.12
5.	Unity Trust Bank - Automatic	Monthly Service Charge 2026	£7.00		£7.00
6.	Genesis Fire Ltd	Completion of the Annual Fire Risk Assessment	£295.00	£59.00	£354.00
7.	Jill Davis	July 2026 Expenses Approved but not listed	£22.95		£22.95
8.**R**	Clyde & Co	Invoice number 1110-0448447	+£254.60	+£254.60	+£254.60
9.	Pension Payments DD	August 2026	Redacted		
10.	HMRC Payment	August 2026	TBC		TBC
11.	Salaries	August 2026	Redacted		
12.	Clyde & Co	Invoice number 1110 - 0456318	+£55.04	+£55.04	+£55.04
13.	HMRC Payment	July 2026	£746.17		£746.17
14.	Business Stream Payment	Monthly water charge The Hub - July 2026	£17.93		£17.93
15.**R**	CS Funfairs	Grant funding towards the cost of Drig Gala 2026	£3500.00		£3500.00
16.	Jill Davis	August 2026 Expenses	£44.61	£2.58	£47.19
17.	Jill Davis	July 2026 Expenses (Approved and paid 15/07/2026 – to be listed)	£22.95		£22.95
18.	DSA Gardening	Invoice 0014	£442.50		£442.50
19.	Drighlington Methodist Church	Room Hire Inv -1205 20/07/2026 PC meeting	£60.00		£60.00
	+The invoice is the VAT portion.				
		TOTAL	**£6089.67**	**£385.35**	**£6475.02**

20. **Date of the Next PC Meeting: Ordinary Parish Council Meeting: 21st of September 2026 @ 7.00pm in the Main Hall at Drighlington Methodist Church.**
Agenda cut-off: 16th of September 2026.