Annual Meeting of the Sharlston Parish Council held on Monday 13th May 2019 at Sharlston Community Centre at 7.00 p.m.

Present:	Councillor J Cliffe MBE	Councillor P Boyes
	Councillor J Goodfellow	Councillor E Stebbings-Allison
	Councillor A Devey	Councillor S Goodhead
	Councillor K Shingles	Councillor S Pollard
		Councillor P Belbin

Also present: District Cllr. R. Taylor
Mrs. E King

448. Election of Chairman

Cllr. Boyes was proposed by Cllr. Stebbings-Allison, seconded by Cllr.Goodhead.

Cllr. Devey was proposed by Cllr. Cliffe, seconded by Cllr.Goodfellow.

Following a ballot, Councillor Boyes was elected as Chair by 5 votes to 4.

449. Acceptance of Office

Cllr. Boyes signed the Declaration of Acceptance of Office.

450. Election of Vice Chair

Cllrs. Devey, Goodhead and Pollard all put forward to be Vice-Chair.

A ballot was held and Cllr. Pollard was elected as Vice Chair by 5 votes to 4.

451. Appointments to Committees and Outside Bodies

The list of appointments to Committees and Outside Bodies was discussed and amendments were made. Councillors were also put forward to be part of a Highways working party.

The clerk agreed to provide each Councillor with an amended sheet for the next meeting.

452. Apologies for Absence

Apologies for absence were received from District Cllr. G. Isherwood and District Cllr.M. Tennant-King.

At this stage in the meeting the clerk told the meeting that a letter of resignation had been sent by Cllr. J. Craig. The clerk was asked to write to Cllr. Craig thanking her for her contribution to the Parish Council. Electoral Services were to be contacted with regard to the two vacancies now available on the Parish Council.

453. Disclosure of Personal Interest

No disclosures of interest were made at this time.

454. Minutes of the Meeting held on Monday 1st April 2019

The minutes of the meeting held on Monday 1st April 2019 were accepted as a true record with the following amendment:

Item 432 Progress Report: The litter bin was on Hammer Lane, Sharlston, near to the footpath to High Street, New Sharlston.

Moved Cllr. Cliffe/seconded Cllr. Pollard

455. Progress Report

Play Area New Sharlston

Work on the refurbished play area was due to start within the next few weeks. Details of the equipment and layout of the play area were required for Open Day. The clerk was to contact Chris Sadler with regard to this.

Graffiti

The clerk reported this had now been painted over.

Pharmacy Car Park

The clerk had written to the owner of the offending vehicle, following advice from the police, giving the owner a timescale for removing the vehicle. This had been effective as the owner removed the vehicle within days.

Grime Lane Parking

The police had again given advice regarding this following a site visit. They had been provided with photographs of the offending vehicles. While their action was not illegal it was felt that it was not safe for vehicles to park in this manner. While on site the police expressed concern that the speeding issues on The Green had not been acted upon by Wakefield Council. The clerk was to raise the matter again.

District Councillor Taylor said that discussions were taking place with regard to providing a roundabout at the end of Grime Lane. Wakefield Council were carrying out a feasibility study and Cllr. Taylor would keep the Parish Council informed of progress.

Bus Shelters Cow Lane

After having no success with the bus company this matter was to be raised again with Wakefield Council.

Litter Pick

36 residents took part in this initiative, it had been a success and had encouraged people throughout the village to be more aware of the problem. Some residents were continuing to carry out a regular litter pick. The junior section of the Rugby Club had also done a very successful litter pick, raising money for their teams.

The Hi Viz jackets bought by the Parish Council were made available to anyone carrying out a litter pick.

The land on Hammer Lane, which is privately owned, was badly in need of clearing as there was a build up of rubbish and litter. The land was to be auctioned so hopefully new owners may clear the site. The clerk was asked to try to ascertain the present owner of the land.

Protection of remaining common land

Councillor Pollard outlined the correspondence she has had with Historic England with regard to the protection of the common land on Weeland Road. Permission from the Secretary of State had been obtaining for tree planting. Neil Redfern from Historic England would like to meet

members of the Parish Council regarding this and how the deliberate setting of fires on the common could be addressed.

132 Weeland Road

Councillor Goodhead said he had had no reply as yet from Wakefield Council with regard to this property. He will continue to put pressure on for an answer.

Broken Fence, New Sharlston

Taylor Wimpey were now asking for photographs of this problem, where travellers horses were grazing in one of their fields and were getting free and onto the road through a broken section of fence.

Facebook

Cllr. Pollard reported that the new Facebook page continues to be successful and has 250 members at present. Councillors were encouraged to share this site.

Website

Councillor Goodhead reported on the new Council website.

He also asked if an update and review of the Council's Standing Orders could be an item on the next agenda.

Councillor Cliffe asked that her mobile number and photograph were not put onto the website.

Councillor Goodhead also asked for details of the allotments to be available on the website.

Syringes

Cllr. Stebbings-Allison reported that syringes had been seen on Cow Lane. She was to let the clerk know the exact location so that Streetscene could be contacted.

456. Ongoing Projects

New Community Building	Jeremy Linden from Groundworks was wanting to carry out a consultation with residents within 100 metres of the site. Letters will be delivered to residents and an invitation to attend the Community centre on the morning of Open Day, to discuss the plans for the new community centre. A display of the proposed outline planning application was to be made available for Open Day. It was also asked that Funding for this project be an item on the next agenda.

457. Appointment of new Clerk

Mrs. Emma King was introduced to the meeting, as the new Clerk and welcomed by the Councillors. She will be taking over on the 1st June and was to have some time with the clerk to facilitate a smooth hand-over.

456. Accounts – Annual Governance Statement

The Parish Council's Accounts have now been Internally audited.

The Annual Governance statement was agreed by all Councillors present. Councillor Boyes signed the Annual Return on behalf of the Council.

457. Accounts – Annual Return

The Annual Return for 2018/19 was agreed by all Councillors present. Councillor Boyes signed this section of the Annual Return on behalf of the Council.

458. Open Day

The clerk outlined the plans for the Parish Council Open Day, to be held on Tuesday 21st May. The event had been advertised on Facebook, the Sharlston Forum and on the website as well as the Parish Council noticeboards. A banner had been purchased for display outside the Community Centre. The Clerk also informed the meeting that the Annual Report was at the printers and copies would be available for the Open Day.

Residents had asked if an event could be held either in the evenings or on a Saturday. The Councillors agreed to look into this.

459. Noticeboard

The Parish Council noticeboard outside the Post Office would have to be moved as the property was to be sold. Several alternative sites were discussed but this was to be carried over until the next meeting.

460. Planning Applications

The planning applications on Appendix B were considered.

461. Planning Decisions.

The planning decisions on the appendix C were noted.

462. Attendance at Meetings

There were no items to consider.

463. Correspondence

All correspondence was noted.

464. Accounts

The following accounts were approved for payment.

To	Details	Amount	Category

Glasdon UK Ltd.	Plaque & Tamper Resistant Security Fixings	£177.54	Purchases: New Seating
Companies House	Confirmation Statement – Sharlston Community Partnership	£13.00	New Community Centre
Groundwork Wakefield	Interim Invoice for Stage 1 - Design Development	£1,803.60	New Community Centre
JPI Media Publishing	Wakefield Express Advertising (internet only)	£390.00	New Clerk Recruitment
YLCA	Clerk/RFO Advert – Website and Email	£15.00	New Clerk Recruitment
OnScreen	Remaining 50% balance for new website	£750.00	Website
O2 **D. Debit**	Hot Spot	£8.78	Telephone/Broadband
Talk Talk **D. Debit**	Telephone/Broadband	£34.50	Telephone/Broadband
Janet Hull	Stationery/Postage	£25.13	Admin: Clerk's Expenses
Cllr. S. Pollard	Cement/Bolts	£22.00	Purchases: New Seating
Office Outlet **Card Payment**	Printing – Open Day Stationery	£29.85	Admin: Clerk's Expenses
Express Signs **Card Payment**	Banner – Open Day	£43.81	Open Day Expenses

Sharlston Community Centre	Grant (Defibrillator)	£600.00	Grant
New Sharlston NVGH	Grant (start-up costs)	£250.00	Grant
Yorkshire Internal Audit Services	Audit	£260.00	Internal Audit
Wakefield Council	Advertising	£114.00	New Clerk Recruitment

465. Additional Matters

1. The cricket club had now been able to purchase a defibrillator and members were to be trained in its use.

2. The matter of the lease of the Community Centre was raised and the clerk was to continue contact with the solicitors in this matter.

3. The fishing club had asked if signs could be provided regarding dog fouling around the Dam footpath. A sign was also required in New Sharlston at the site of the Play Area.

4. The meeting was informed that it could still provide grants to the school, even though it had now changed to Academy status.

5. The Councillors agreed that the NSVCG would take the lead in organising the opening ceremony for the new Play Area.

466. Date & Time of Next Meeting

The next meeting of the Parish Council will now be held on **MONDAY 10th June 2019** at 7.00 p.m. at Sharlston Community School, to give more time for the new clerk to settle in.

There being no other business the meeting closed at 8.45 p.m.

Councillor Boyes asked for a show of appreciation for the outgoing clerk at what would be her final meeting.

Signed ……. Chairman

Date …….