Meeting of Sharlston Parish Council held on Monday 7 October 2019 at Sharlston Community Centre at 7.00 p.m.

Present:	Councillor P Boyes	Councillor K Palmer
	Councillor A Devey	Councillor S Pollard
	Cllr J Goodfellow	Councillor E Stebbings-Allison
	Councillor S Goodhead	Councillor L Wisdom

Also present: District Councillor M Tennant-King

525. Apologies for Absence

Apologies for absence were received from Councillors P Belbin, J Cliffe MBE, K Shingles and District Councillors G Isherwood and R Taylor.

526. Disclosure of Personal Interest

Cllr Wisdom noted that the address related to the planning decision at item 16 was on her street.

527. Minutes of the Meeting held on Monday 2nd September 2019

The minutes of the meeting held on Monday 7th September 2019 were accepted as a true record.

Cllr Devey notes that 'fishing lake signs' should read 'dog fouling signs'.

Moved Cllr. Boyes/seconded Cllr. Goodhead.

528. Progress Report

Mobile Phone / Banking

The Clerk advised that there were still delays in getting all the Parish Council's banking arrangements transferred into her name and until this was complete, she was still unable to purchase a contract mobile phone. However, her pay as you go phone was still in use.

Highways / Dog Fouling

The Clerk advised that she had reported the contradictory speeding signage on the Green and requested the re-painting of dog fouling signage via the Wakefield Council portal.

Facebook / Website

Cllr Pollard advised that she continued to promote events and Parish Council news via Facebook. Cllr Goodhead advised that he continued to update the website. The Clerk asked whether there was a link to the Wakefield Council website for the purpose of viewing Councillors' Registers of interest. Cllr Goodhead confirmed there was.

Cow Lane Bus Stop

The Clerk read out a response from West Yorkshire Combined Authorities confirming that they felt that the pavement around the bus stop was in good condition. Councillors asked that the Clerk go back to stress that it was the drop at the back of the bus stop into a field which was quite deep that was the most concerning issue. This drop was as a result of the removal of the previous shelter.

Noticeboard

The Clerk advised that the noticeboard had now been moved from the old post office site to the Sharlston Local. She placed on record, thanks to Cllr Goodfellow for his assistance on the day. It was further noted that an additional sign had been placed above the noticeboard showing directions to the new post office and local services. Cllr Goodfellow proposed that a letter of thanks be sent to the Sharlston Local for their cooperation and use of power on the day.

Moved Cllr. Goodfellow/seconded Cllr. Boyes.

Children's Air Ambulance

Cllr Stebbings-Allison advised that she was still to assess the suitability of the site in New Sharlston and would report back in due course.

New Sharlston Play Area

Cllr Stebbings-Allison reported that there had been a successful opening event on 21st September and a promotional photograph and report had appeared in the Wakefield Express. It was noted that matting had been fitted on the muddy area at the gate but that there was a tube missing on the gate post. The Clerk agreed to report this.

Hedges / Verges near School

The Clerk confirmed that she had reported the overgrown hedges and verges near the school. Cllr Goodhead reported that these still required attention so the Clerk agreed to follow this up.

Home Based Break Scheme

District Cllr Tennant-King advised that the scheme had had a PTA in the past but this had disbanded. They were looking at following this up and were appreciative of the Parish Council's offer of support.

529. Ongoing Projects

132 Weeland Road	Cllr Goodhead had forwarded all his correspondence on this property to the Clerk. It was agreed that no further action could be taken until the Kismat project was complete.
Church Lease	The Clerk had contacted the Parish Council's solicitors with the request moved at the last meeting. To date no response had been received from the Church's solicitors.
New Community Centre	The Clerk had located and forwarded the Coal Risk Assessment to Groundwork. Further correspondence had been received from Groundwork / Wakefield Council advising that a response from Environmental Health was now required and that there was a delay with this. In addition, it was recommended that a noise report was also now required. The Clerk was asked to obtain further detail on what was involved and any costings for this.
Rugby Club	The Chair had met with representatives of the Rugby Club about general maintenance and repair of the perimeter fence and costings were being sought by the club. It was further advised by the Clerk that the Club had written to the Parish Council requesting to proceed with a lease. It was noted that the Club had thought a 99-year lease was in place but this wasn't the case. They were now asking for a 20-25-year lease.

	Councillors noted the requirements for future funding and agreed that the Club be advised to proceed with a request for a 25-year lease. *Moved Cllr. Boyes/seconded Cllr. Goodhead.* The Clerk was asked to respond and share the Parish Council's solicitors' details with the Club. With regards to extending the Club car park, the Chair advised that costings for the work would be looked at under item 20. There was an offer from a member of the public to liaise over a contact with regards to having some plans prepared for this work. The Chair agreed to follow this up after the meeting.

530. Reports from Committees

Allotments
The Chair reported back on a meeting of the Allotments Committee that had taken place on 24th September. He advised that a walk around had shown all fencing to be in good condition, the buildings had been in place since before the allotments had been created and although not particularly attractive, were substantial. The tenants present had confirmed that they had no requirement for a water supply and had other methods of collecting water in place.

A number of issues had been reported including a rotten tree stump, damage to the gate and some asbestos sheeting. The Clerk had begun to collect quotes for this work. It was agreed that the sheets should be removed as a matter of urgency but that the other work would be planned in at a later date as these issues were not presenting an immediate danger.

One of the plots was not currently being cultivated and the Clerk had written to the tenant to remind them of their responsibilities with regards to this.

The Clerk had also reported the overhanging hedge at the side of the allotments as well as the state of the footpath, both via the Wakefield Council portal.

The state of the grass / shrubs both in the play area off Weeland Road and the land adjacent to this had been noted and it was confirmed by Cllr. Pollard that this was all Common Land. The Clerk agreed to report the requirement of regular grass cutting to Wakefield Council.

Highways
The Clerk reported back on a number of Highways issues that had been raised at previous meetings. It was noted that a number of these had also been covered at the earlier residents meeting with Police representatives;

- Brickyard Lane, enquiries still ongoing;
- Accident data from The Green, formal request with reasons required;
- Parking at Grime Lane / junction of Weeland Road, Wakefield Council and Police response shared;
- Speed Gun training, Police response shared;
- Mini-roundabout, Police response shared;
- Streethouse footpath, enquiries still ongoing;
- School crossing patrol / parking issues; school response shared;
- Hard standings on Weeland Road, enquiries ongoing;
- Next meeting of Highways Committee with Wakefield Council Highways representative – 26th November 2019.

In addition, the Clerk circulated a draft survey with regards to gaining support for extension of the 20-mph zone around the school. Cllr. Pollard advised that the next round of funding for this would be in spring 2020 so the Parish Council would need to ensure they had their expression completed and submitted by then. It was suggested that these surveys be placed at the school and at points within the community for completion. A link to an online version (Survey Monkey) could also be placed on Facebook and the Parish Council's website.
The survey was agreed.
Moved Cllr. Pollard/seconded Cllr. Boyes.

531. Training Update

The Clerk noted that the Chair had been due to attend Planning training but on arrival, had realised that he had already attended this training. The Clerk was looking into a refund for the training.

Cllr. Goodhead reported back on his attendance at the YLCA one-day Training Conference on 13th September **(report appended to minutes as Appendix A).**

District Cllr. Tennant-King agreed to share a contact for a Dementia charity with Cllr. Goodhead after the meeting. Clarification was given with regards to the Parish Council's grass cutting contract. It was further agreed to share information from the Conference with the Highways Committee.

532. Christmas Trees

The Clerk reported that she had placed the order with Plantscape for the lamp post solar lights on 24th September. She had increased the insurance cover to reflect the cost of hiring and there had been no additional premium to do this. A license had been received from Wakefield Council along with permission to attach to the lamp posts. There had been a request to attach neoprene between the bracket and post which had been passed onto Plantscape. The Clerk had hired brackets from Plantscape as these had been removed by First Impressions. The switch on would coincide with Featherstone Town Council on Wednesday, 27th November.

The Clerk had chased Wakefield Council on 30th September with regards to the large, dressed Christmas trees and a quote had been expected for 1 x 22' and 1 x 17' tree including dressing by the end of that week but had not arrived yet. The Clerk updated the meeting on problems last year with going to Elveden and damage by Engie to lights when removing.

A quote had been received from Woolley Edge Christmas Tree Farm for a rooted Christmas tree.

Moved Cllr. Pollard/seconded Cllr. Boyes.

The Clerk would liaise with Wakefield Council regarding a power source.

533. Standing Orders

It was agreed to look at proposals for updating the Parish Council's Standing Orders in the new year.

534. Historic England / Tree Planting

Cllr Pollard reported that the trees had now been ordered. Only potted trees were available and these would be delivered on a date in November to be confirmed. The plan was to store these on a local farm and then to approach local businesses / families to plant these.

Cllr. Devey asked when permission had been granted and it was confirmed that this had been in June 2019.

535. Wildflower & Bulb Planting / Plans for Community Planters

It was agreed that plans for a wildflower area in the village would be deferred until the new budget was agreed.

Cllr Pollard reported back on the planned bulb plant, updating the meeting on the number of donated bulbs to date. The plant would take place on 19th October and notices would be placed

on Facebook, the website and the notice boards to invite the community to join in. Cllr Pollard also updated on the five-year plan for bulb planting in the village.

536. Forthcoming Parish Council Supported Events

Cllr Pollard reported back on the 'Big Lunch' preparations. She had met with Sharlston Luncheon Club the week before about how this event could be used to increase participation in their club if they worked together. Cllr. Pollard had received emails of support from all three District Councillors to back up her funding application to support the event. She had also worked with the Clerk to create a constitution for the Club. She would now be looking at potential outside caterers and anticipated that around 30-35 people may attend the event. She hoped that volunteers would help service the event and stated that she wanted the Luncheon Club members to be able to take part in the lunch rather than having to serve on the day. Cllr. Pollard was also investigating transport to bring people to the event. There was an opportunity to involve local Dementia and Fibromyalgia groups in the event and it was noted that if people couldn't come to the event, there may be a chance to deliver a meal to them.

A donation from a member of the public was made.

It was noted that the school were happy to support the event.

537. Induction Procedures for Parish Councillors

The Clerk shared plans to introduce revised induction procedures for new and experienced councillors. She circulated some file dividers that had been sourced from the YLCA. It was agreed to look at the benefits of using these.

538. Planning Applications

There were no applications to consider.

539. Planning Decisions

The planning decision included on the late items was reviewed and noted.

540. Attendance at Meetings

The following events and attendance were agreed;

15 October 2019	Wear it Pink – Coffee Morning	Normanton Town Council	Cllr. Wisdom
17 October 2019	YLCA Wakefield Branch Meeting	YLCA	Cllrs. Goodhead and Cliffe MBE
2 November 2019	Old Sharlston Cricket Club – Dinner	Old Sharlston Cricket Club	Chair
15 November 2019	Pyjama Party	Normanton Town Council	Cllr. Palmer
29 November 2019	Christmas Lights Switch On	Normanton Town Council	Cllr. Wisdom

541. Correspondence

The Councillors were brought up to date with all correspondence received.

542. Additional Matters

There were no additional matters.

At this point all remaining members of the public were asked to leave the meeting. District Cllr. Tennant-King also left at this point.

543. Accounts

The following accounts were approved for payment.

Supplier	Details	Amount/Type
O2	Monthly Hotspot Charge	8.78 Direct Debit
Garden Supply Direct	Purchase of bulbs for Parish Council donation to annual planting event (to reimburse Clerk)	64.88 Cheque
Dan Verity Property	Movement and fixing of Parish Council notice board	45.00 Cheque
YLCA	One Day Conference – Friday 13 September 2019 – Cllr Goodhead attendance	120.00 Cheque
Vodafone	Top up of Clerk's mobile phone (to reimburse Clerk)	10.00 Cheque
YLCA	Information Dividers for Councillors	5.73 Cheque
HP UK	Printer Ink July	7.99 Card
HP UK	Printer Ink Aug	7.99 Card
YLCA	Play Area Training – S Goodhead	50.00 Cheque

Councillors received a half-year report on the Parish Council's budget position. No questions were raised but there was a request to have a report on this, including narrative, circulated after the meeting.

The Chair raised that consideration would need to be given to funding proposals for the extension to the Rugby Club car park and the road into the new Community Centre.

Cllr. Devey asked the Clerk to chase Wakefield Council with regards to the winter grit supply.

544. Date & Time of Next Meeting

The next Parish Council meeting will be held on Monday 4th November 2019 at 7.00 pm at Sharlston Community Centre. It was agreed that the public meeting before this would start at the later time of 6.30 pm.

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

Signed ..... Chairman

Date 4-11-19.

Appendix A

YLCA 75th Anniversary Conference 13 September 2019

The event was attended by around 130 delegates, ranging from Town and parish Councillors, YLCA staff and speakers from various backgrounds who are active with local councils.

The morning programme consisted of two keynote speakers and a number of workshops in the afternoon.

The first speaker, Andrew Bell was a member of the Alzheimer's Society, he spoke about the need for communities to increase awareness in helping people living with dementia to remain an active part of the community.

This got me thinking that I have no idea what Dementia Friends do and who suffer from this illness in Sharlston.

The second speaker Rachel Graham who was the clerk for a new community council set up in April 2019. This new community council is called Waverley Community Council in the region of Rotherham Borough Council. Waverleycommunitycouncil.co.uk.

Waverley consists of a new community of around 1200 new houses being built on the former Orgreave Colliery site, which is owned by Harworth Estates (formerly UK Coal).
Some interesting facts, currently 800 houses built which includes 1 Pub/restaurant, playing fields but no community centre, Waverly is a fairly affluent area with very little people over the age of 60.
The parish council now have 7 volunteer councillors but no meeting place?

After lunch the delegates split up and attended 5 blocks of workshops, each block had a time limit of 50minutes, consisted of 4 subjects and you attended a subject you were interested in.

Block 1, I attended the Highway laws and regulations the facilitator was Sharon Fox, what I learned from this subject was North Yorkshire County Council have the grass cutting policy with locations who does what council, parish, highways etc. and grass cut programme on their website?

Block 2, I attended the subject on the Community Infrastructure Levy, the speaker was Gurvynda Padden-White a Solicitor working with NALC. What I learned from this subject disappointed me, Gurvynda stated the fact that Sharlston as a Village with no new housing projects cannot obtain funding from CIL?

Block 3, 20's plenty reducing speed limits, presented by Anne Semlyen, I have a How to set up a 20mph campaign brief which I will email to Emma, I am convinced we need 20mph throughout the village of Sharlston. What I learned from this subject was, all new cars from around 2022 will be fitted with speed limit devices.

Block 4, Finance for local councils. A YLCA speaker, what I learned from this subject was that a parish should not have more than double the precept in the bank or you may face being penalised?

Block 5, the subject I attended was local council websites, delivered by Ken Eastwood on Access and Best Practice, nothing much here other than a need for a comments tab on the website on items displayed and an accessibility statement?

The workshops concluded at 6pm.