Monthly meeting of the Sharlston Parish Council to be held on Monday 2nd March 2020 at 6.30 pm at Sharlston Community Centre

The meeting will start at 6.30 pm to allow Members of the Public to attend to speak with Parish and District Councillors in a surgery-type environment. Representatives of the Police will also be available at certain meetings.

The main meeting will begin at 7.00 pm. Please remember that Members of the Public and District Councillors are not permitted to take part in the meeting after this time, unless invited to do so.

AGENDA

1	**Apologies for Absence**	To receive apologies and approve reasons for absence.
2	**Declarations of Personal Interests**	- To receive any declarations of interest not already declared under the Council's code of conduct or members Register of Disclosable Pecuniary Interests - To receive, consider and decide upon any applications for dispensation
3	**Minutes of the Previous Meeting**	To confirm the minutes of the Meeting held on Monday 3rd February 2020 as a true and correct record
4	**Progress Report**	To receive reports on items in the minutes of the previous meeting (*Note: for information only*
5	**Ongoing Projects**	To receive information on ongoing issues **(detailed in Appendix A)** and decide further action where necessary
6	**Reports from Committees**	- To receive reports from Committees of the Parish Council and decide further action where necessary - To receive a draft Terms of Reference document and review / approve this for use by the Parish Council
7	**Training Update**	To receive a report on training completed since the last meeting
8	**Items Requested by Councillors**	- Christmas / Summer Arrangements 2020 – Councillors are asked to note action taken to date to collect the views of the community on these arrangements and make a decision on summer flower arrangements - 132 Weeland Road – Councillors are asked to note an update and to agree a future course of action with regards to the issues raised - Code of Conduct – to review, approve and sign the Parish Council's Code of Conduct - Asset Register – to review and note the Parish Council's asset register - Elections 2020 - To receive information about the forthcoming elections
9	**Planning Applications**	To consider and decide upon planning applications as detailed in **Appendix B**
10	**Planning Decisions**	To receive Decision Notices as listed in **Appendix C**

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11	**Attendance at Meetings**	To note forthcoming meetings and events to which Parish Councillors are invited and decide on attendance where appropriate
12	**Correspondence**	To consider correspondence received since the last meeting and decide action where necessary
13	**Future Agenda Items**	To notify the Clerk of matters for inclusion on the agenda of the next meeting
14	**Financial Matters**	- To approve the accounts listed in **Appendix D** for payment and / or note payments previously authorised - To receive a bank reconciliation and budget comparison to 29th February 2020 - To note and approve the Parish Council's annual claim for VAT
15	**Date & Time of next meeting**	To confirm the date of the next meeting as Monday, 6th April 2020 at 6.30 pm

APPENDIX A – ONGOING PROJECTS

Church Lease	Clerk to report.
New Community Centre	Clerk to report.
Rugby Club	Clerk to report.

APPENDIX B - PLANNING APPLICATIONS

Application no.	*Location*	*Details*	*21 Day expiry / Target date*
20/00195/CPL	15 Beechfield Drive Sharlston Common Wakefield WF4 1EG	Garage conversion to habitable space.	Unknown

APPENDIX C - DECISION NOTICES

Application no.	*Location*	*Details*	*Decision*

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APPENDIX D – ACCOUNTS

Payments Requiring Authorisation

Supplier	Details	Amount/Type

Payments Previously Authorised and to Note

Supplier	Details	Amount/Type
Sharlston Cricket Club	Sponsorship of one race at Race Night on 15 February 2020 to raise money for Fishlake Cricket Club	£50.00 Cheque
Wakefield Community Foundation	Donation in Lieu of attendance by Cllrs. Pollard and Stebbings-Allison at 'Night Down the Pit'	£250.00
Emma King	Clerk's Expenses – new phone case and screen protector	£26.00
Emma King	Monthly Salary	