Monthly meeting of Sharlston Parish Council to be held on Monday 7th December 2020 at 6.30 pm

Please note that due to the continuing social distancing measures in place as a result of the Covid-19 virus, this meeting will be taking place **virtually**. We will retain the public part of the meeting between 6.30 and 7.00 pm and any member of the public wishing to address the Council can join the meeting using this link;

Join Zoom Meeting
https://us02web.zoom.us/j/86550840161?pwd=SS93QjlsdUN0bm9FYXBYOUdBblIxUT09
Meeting ID: 865 5084 0161
Passcode: 185912

Alternatively, questions may be submitted to the Clerk up until **12 noon on Monday, 7th December** for consideration at the meeting.

The quorum of this meeting is the lesser of 1/3 of members entitled to vote or 3 members

AGENDA

1	**Apologies for Absence**	• To receive apologies and approve reasons for absence • To receive and accept resignation of Cllr J Cliffe MBE and note next steps
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, 2nd November 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 note updates and agree next steps on the following projects;
		  • Rugby Club Car Park – Publicising Use / CCTV / Funding Update
		  • Community Centre / Church Lease

6	**Reports from Committees**	• Allotments – to consider approval of updated Allotments Policy • – to consider approval of recommendation to take over employment of Community Centre Caretaker
7	**Training Update**	To receive a report on training completed since the last meeting / note forthcoming opportunities
8	**Items Requested by Councillors / Annual Schedule**	To consider approval of the following policies on the recommendation of the Finance Committee • Members Allowances • Gifts & Hospitality • Insurance Register • Internal Controls Checklist • To Consider an Amendment to Standing Orders / Financial Regulations with Regards to Obtaining Quotes
9	**Events**	• To consider any forthcoming events and agree representation at these if appropriate • Feedback from YLCA re Branch Meetings • Feedback from Town and Parish Council Liaison Group Meeting – 27 November 2020
10	**Planning Applications**	• To consider and decide upon planning applications as detailed in **Appendix A**
11	**Planning Decisions**	• To receive Decision Notices as listed in **Appendix B**
12	**Correspondence**	• To consider correspondence received since the last meeting and decide action where necessary
13	**Attendance at Meetings**	• To consider any forthcoming meetings and agree attendance
14	**Future Agenda Items**	• To notify the Clerk of matters for inclusion on the agenda of the next meeting (please note that any motions for consideration are to be received 7 days in advance of the agenda being circulated)
15	**Financial Matters**	• To approve the accounts listed in **Appendix C** for payment and / or note payments previously authorised • To consider approval of draft budget for 2021/22 and precept request based on recommendation of Finance Committee
16	**Date & Time of next meeting**	• To receive and confirm dates of meetings in 2021.

Signed by: …… (Clerk to the Council)

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APPENDIX A - PLANNING APPLICATIONS

Application no.	*Location*	*Details*	*21 Day expiry / Target date*
20/00149/NMC01	Land Off Hammer Lane and Clifton Road (junction Of)Sharlston Common	Alterations to windows sizes on approved application 20/00149/FUL for Erection of three dwelling houses with associated landscaping and access works.	04/12/2020

APPENDIX B - DECISION NOTICES

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

APPENDIX C – ACCOUNTS

Payments Requiring Authorisation

Supplier	**Details**	**Amount/Type**
Cllr S Pollard	Expenses in relation to new trees on Common	£203.87 Cheque
Express Signs	Channels & Brackets for Byelaw Signage	£72.94 Card
Hog Roast Yorkshire	Christmas meals for elderly & vulnerable	£550 Cheque
Zurich	Annual Insurance Cover Renewal	£1,768.01 Cheque
Viking	Box Files for Clerk	£15.46
Mark Kelly Masonry	Repair to Rugby Club Wall	£250 bank transfer
SLCC	Annual Membership	£112 card

Payments Previously Authorised and to Note

Supplier	**Details**	**Amount/Type**
Emma king	Salary	
O2	Clerk's Mobile Phone	£43.13 dd
Zoom	Monthly subscription	£14.39 dd