Monthly meeting of Sharlston Parish Council to be held on Monday 4th January 2021 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/85392216113?pwd=S1dzOVlERWNYb3E2d29zZ2NhTEt6QT09

Meeting ID: 853 9221 6113
Passcode: 600541

Alternatively, questions may be submitted to the Clerk up until **12 noon on Monday, 4th January** 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
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, 7th December 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;
		  • Community Centre / Church Lease
		  • Rugby Club – CCTV Update, Funding Update and Inspection of Grounds

6	**Reports from Committees**	• To discuss membership of committees and working groups and agree any appointments necessary • To note any updates and agree any actions raised • To arrange meeting of Parish Plan Group
7	**Training Update**	• To receive a report on training completed since the last meeting / note forthcoming opportunities
8	**Items Requested by Councillors / Annual Schedule**	• Hanging Baskets 2021 • Induction Pack for New Councillors • Christmas Arrangements 2021 • Green & Open Space Management Policy • Green & Open Space (including Tree) Audit
9	**Events**	To consider any forthcoming events and agree representation at these if appropriate
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 receive a bank reconciliation and budget comparison to 31 December 2020.
16	**Date & Time of next meeting**	• To receive and confirm dates of next meeting: Monday, 1st February 2021 at 6.30 pm

Signed by: …… (Clerk to the Council)

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APPENDIX A - PLANNING APPLICATIONS

Application no.	*Location*	*Details*	*21 Day expiry / Target date*

APPENDIX B - DECISION NOTICES

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

APPENDIX C – ACCOUNTS

Payments Requiring Authorisation

Supplier	**Details**	**Amount/Type**
Post Office	Postage costs	£2.67 card
Catteralls Solicitors	Costs related to Renewal of Lease to Sharlston Rovers Amateur RLC	£503.40 cheque
Hall & Rhodes Security Ltd.	Installation of CCTV at Sharlston Rovers ARLC (50% upfront)	£682.80 bank transfer

Payments Previously Authorised and to Note

Supplier	**Details**	**Amount/Type**
Emma King	Salary	
O2	Clerk's Mobile Phone	tbc
Zoom	Monthly subscription	£14.39 dd
Community Foundation Wakefield	Donation towards ending fuel poverty 2020	£500 card
Moonpig	Thank you card for Cllr J Cliffe MBE	£4.05 card
Buyatankard.com	Tankard as leaving present for Cllr J Cliffe MBE	£38.00 card
Plantscape Ltd.	Cost of Solar Christmas trees 2020	£3153.60 cheque
Woolley Edge Christmas Tree Farm	Mini Christmas trees for donation to school	£480 cheque