Meeting of Sharlston Parish Council to be held on

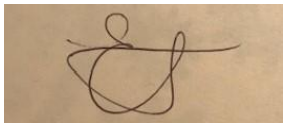
Monday 6th September 2021 at 6.30 pm at Sharlston Community Centre

Subject to Government Guidance on social distancing measures, the Parish Council will permit members of the public to address the Council between 6.30 and 7.00 pm. The Parish Council reserves the right to prohibit admittance to the meeting if numbers exceed that which will permit safe social distancing.

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, 5th July 2021 as a true and correct record
4	**Membership of Committees & Working Groups**	• To review and agree Committee Membership following recruitment • To agree membership of Events Working Group
5	**Progress Report**	• To receive reports on items in the minutes of the previous meeting (Note: for information only)
6	**Ongoing Projects**	To note updates and agree next steps on the following projects; • Community Centre / Church Lease • Rugby Club
7	**Reports from Committees**	• To receive a report from the Assets Walk which took place on 13th July 2021 • To receive a report from the Allotments Committee meeting/inspection which took place on 15th July 2021 • To agree a date for the next Allotments Committee meeting / inspection • To receive a report from the meeting of the Parish Plan Committee which took place on 23rd July 2021 • To agree a date for the next meeting of the Parish Plan Committee • To agree a date for the next meeting of the Finance & Personnel Committee • To agree a date for the next meeting of the Highways Committee
8	**Training Update**	• To receive a report on training completed since the last meeting / note forthcoming opportunities
9	**Items Requested by Councillors / Annual Schedule**	• Annual review and approval of Complaints Policy
10	**Events/Attendance at Meetings**	• To consider any forthcoming events or meetings and agree representation at these if appropriate. • To note and approve community events calendar
11	**Planning Applications**	• To consider and decide upon planning applications as detailed in **Appendix A**
12	**Planning Decisions**	• To receive Decision Notices as listed in **Appendix B**
13	**Correspondence**	• To consider correspondence received since the last meeting and decide action where necessary
	Summary of Projects for Publication	• To agree on any projects to be published externally
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 31st August 2021
16	**Date & Time of next meeting**	• To receive and confirm date of next meeting: Monday, 4th October at 6.30 pm

Signed by:  Emma King, 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*
21/00876/FUL	Sharlston Rovers ARLFC 28 Weeland Road Sharlston Common Wakefield WF4 1DD	Extension to existing changing rooms	application approved 29.06.21
21/00454/FUL	140 High Street New Sharlston Wakefield WF4 1BE	Proposed pitched roof over flat roof & re roofing existing	application approved 12.07.21
21/00513/FUL	45 Grime Lane Sharlston Common Wakefield WF4 1EJ	Retrospective planning for a garden room with storage	application refused 20.07.21

APPENDIX C – ACCOUNTS

Payments Requiring Authorisation

Supplier	**Details**	**Amount/Type**
Curry's PC World	Extended service plan for Clerk's laptop	£65 card
CPRE	Annual subscription	£36 DD
Sharlston Community Partnership	Monthly room hire for Parish Council meetings	£TBC bank transfer
Post Office	Postage	£7.45 card
Post Office	Postage	£3.84 card
Viking	Key Cabinet and key fobs	£26.02 card
ICO	Annual Data Protection Fee	£40.00 DD

Payments Previously Authorised and to Note

Supplier	**Details**	**Amount/Type**
Emma King	Salary	
Zoe Kozlowski	Salary	
O2	Clerk's Mobile Phone	£43.73 DD
Zoom	Monthly subscription	£14.39 dd
YLCA	'Off to a Flying Start' for Cllrs Arnold / Baker	£120 bank transfer
Wakefield Council	Grounds Maintenance Contract 2021/22	£1572.79 bank transfer
Wakefield Council	Pest Control	£192.77 bank transfer