Meeting of Sharlston Parish Council to be held on Monday 6th December 2021 at 6.30 pm at Sharlston Community Centre

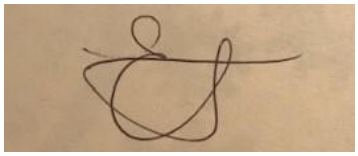
Subject to Government Guidance on social distancing measures, the Parish Council will permit members of the public to address the Council between 6.30 and 7.00 pm. The Parish Council reserves the right to prohibit admittance to the meeting if numbers exceed that which will permit safe social distancing.

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**	• Reminder re Code of Conduct and Confidentiality at Meetings • 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, 1st November 2021 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
6	**Reports from Committees**	• To receive a report from the Highways Walk held on 28th November 2021 and agree any actions • To receive a report from the Allotments Inspection held on 4th December 2021 and agree any actions
7	**Training Update**	• To receive a report on training completed since the last meeting / note forthcoming opportunities
8	**Items Requested by Councillors / Annual Schedule**	• The Queens Green Canopy & plaque – Event to mark HRH the Queen's Platinum Jubilee in 2022 • Becoming a Plastic-Free Community – Information and to agree any actions • Update on Neighbourhood Funding Bids for Planters and Defibrillator • Annual Review of Allotments Policy • Annual Review of Parish Plan
9	**Events/Attendance at Meetings**	• To consider any forthcoming events or meetings and agree representation at these if appropriate • To receive a report from the Highways Presentation held at the Community Centre Coffee Morning on 6th November 2021 • To receive a report from the Christmas Lunch held on 24th November 2021 • To receive a report from the meeting of the Town & Parish Council Liaison Group held on 30th November 2021 • To receive a report from the Sharlston Christmas Lights Switch-on • To note forthcoming attendance at School Assembly to present gifts from the Parish Council
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	**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 30th November 2021 • To consider a grant request
16	**Date & Time of next meeting**	• To receive and confirm dates of meetings in 2022

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*

APPENDIX C – ACCOUNTS

Payments Requiring Authorisation

Supplier	**Details**	**Amount/Type**

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