Meeting of Sharlston Parish Council held on Monday 1st November 2021 at

Sharlston Community Centre at 6.30 pm

Present:

Cllr P Arnold

Cllr J Barker

Cllr P Boyes

Cllr B Mottram

Cllr A Palmer

Cllr S Pollard

District Cllr M Tennant-King

87. Apologies for Absence

Apologies had been received from Cllrs Belbin, Stebbings-Allison and Wisdom as well as District Cllrs Isherwood and Taylor.

88. Declarations of Personal Interests

There were no declarations of interest made.

89. Minutes of the Meeting held on Monday, 4th October 2021

The minutes of the meeting held on Monday 4th October 2021 were accepted as a true record.

90. Progress Report

The Clerk reported that there had been no request to fill the vacancy left by Cllr Lancashire's resignation by election and that this was now open to co-option. It was confirmed that the Parish Council now had two vacancies. It was suggested that these could be advertised at forthcoming coffee mornings.

There was no update on the current bids for Neighbourhood Improvement Funding as Cllr Wisdom was absent. This would be requested at the next meeting.

The replacement plaque for the millennium seat had arrived. Cllr Palmer agreed to fit this in the most appropriate position.

The guidance for the fairy garden / memorial plaques were now on the website.

Cllr Pollard provided an update on the order for the Jubilee tree. She was liaising with Wakefield Council to order a Lime tree and this would be delivered later in the month.

The Clerk then provided an update on actions following the last Allotments Committee meeting. She advised that a key to plots 2A/B had now been received and acknowledged. She also gave an update on the situation with regards to the vacation of plot 1A. It was noted that the Clerk had been contacted by the National association of Allotments to ask the Parish Council to consider an extension to the end of January 2022. The Clerk reminded the meeting of the reasons why this action was being pursued and the number of people on the waiting list for plots. It was proposed

and seconded that the original date of 30th November be pursued for vacation and the Clerk was asked to contact the company with regards to clearing the site to book a suitable date with them.

The Clerk then updated the meeting on actions since the last Finance Committee meeting. She advised that with regards to the speed calming project, a consultation with residents would take place at the next Community Centre coffee morning on 6th November. Cllr Pollard advised that she had spoken to the Fishing Club and that they had agreed to fit the new life belts. The Clerk was asked to go ahead and order these. The Clerk also advised that she had requested the bunding repair and this would take place in early November.

Cllr Pollard update on the recent bulb planting event. This had been poorly attended but had been a success with 31 bags planted. Future planting was planned at various locations including the flats near the school.

The Clerk advised that the defibrillator pads were ok until the end of November then would be replaced.

The Clerk then updated on actions since the last meeting of the Parish Plan Committee. She had forwarded an email to the Chair in order for him to follow up on actions regarding the former library land and 132 Weeland Road. The Villa Club had confirmed that they would like to be involved in the Jubilee celebrations.

An update was given on the businesses who had agreed to host a Christmas tree. It was proposed and seconded that the Clerk order 12 pre-lit trees and contact the contractor with regards to fitting behalf of the Parish Council. It was proposed and seconded that the Clerk order this (12ft) plus lights. It was also proposed and seconded that the Clerk order lights to decorate the red wheels.

The Clerk advised that the seed bombs had arrived and that an assembly would be organised for these to be presented to school children before Christmas.

Cllr Pollard updated the meeting on the final preparations for the Christmas meal for elderly and dementia sufferers in the village.

The Clerk advised that the school was happy to display clean air signs and it was proposed and seconded that the Clerk order 5 of these.

The Clerk gave an update on discussions with Wakefield Council about the unmarked graves at Sharlston Cemetery. She was asked to pursue a plan of the cemetery.

It was noted that Wakefield Council had responded about the collapsed drain at Long Row and had stated that this was on an unadopted highway so was the responsibility of residents rather than the council. This information has been passed to residents.

The Co-option Policy was now on the website.

With regards to winter gritting, the Council was not providing smaller bags this year so the offer of additional grit had been declined.

It was noted that the next PACT meeting would be taking place the following evening. Cllr Arnold agreed to attend and asked for any issues to be forwarded to her to raise accordingly.

The poppy wreath had been received and was passed to the Chair to be placed at the Remembrance Day service on behalf of the Parish Council.

The Clerk advised that she had responded to the pharmacy car park owner but had received no further correspondence so far.

The Clerk had circulated new log ins for the YLCA website to all councillors.

Finally, it was noted that the councillor/committee section of the website was still to be updated.

91. Ongoing Projects

Church / Community Centre

The Clerk advised that the cost of pursuing a new lease between the Parish Council's Management Committee and the Church would be £4500-5000. A discussion was held about options and it was proposed and seconded that the Parish Council agree to pay the costs and progress this matter.

Rugby Club

The work on the extension to the changing rooms had now been completed and the car park cleaned and reopened ahead of schedule.

92. Reports from Committees

A report from the meeting of the Highways Committee held on 11th October had been circulated. This included updates on the TROs for Wood Street and Grime Lane, school parking issues, issues with Parking on Weeland Road and incorrect speed signage on Weeland Road.

It was agreed to arrange dates for the next meetings of the Allotments and Highways Committee outside of the meeting.

93. Training Update

Cllr Palmer had completed the Flying Start training and the Clerk had successfully achieved the ILCA qualification.

94. Items Requested by Councillors

- Annual Review of Gifts & Hospitality / Members Allowances Policy

  The Gifts & Hospitality / Members Allowances Policies were approved for a further 12 months. The Clerk agreed to ensure these were placed on the website.

- To consider a proposal for a donation to the Winter Fuel Campaign

  It was proposed and seconded to support this cause again with a donation of £500.

- To receive proposals by committees for consideration in new budget

  Cllr Pollard suggested that funding be considered for replacing the four old planters and to purchase an additional new one to be placed near the flats opposite the school. A budget would also need to be agreed for the bulbs and replacement plants.

  It was suggested that the Highways Committee request funding to address the parking issues on Weeland Road as well as speed calming measures.

  It was further suggested that a budget be agreed for the hire of skips for the clearing of the vacated allotment plot.

- To consider a proposal for a tree plaque to commemorate HRH the Queen's Platinum Jubilee

  This item was deferred to the next meeting.

- To consider a proposal to gift land to the Parish Council (The Heathers)

  The Clerk advised that Taylor Wimpey had contacted her with an offer to gift three pockets of land to the Parish Council situated on the Heathers Estate. It was proposed and seconded that this be accepted in principle but the Clerk was asked to obtain further detail including a map of the land.

95. Events/Attendance at Meetings

Sharlston Cricket Club had made an invitation to the Parish Council to its annual dinner but this had been declined due to nobody being available. Thanks to the Club were recorded.

Cllr Pollard advised that the date for the annual tree planting was still to be confirmed.

The Chairman and Vice Chairman had attended the last YLCA Branch meeting which had considered focused discussion groups for council Chairmen as well as a speaker for the following meeting on 24 February 2022. It was likely that this would have an environmental/ecological theme and Cllr J Hemingway was to be approached. Finally, there had been information shared about ensuring an environmental / ecological focus was applied when considering planning applications.

Cllr Arnold had offered to attend Featherstone Town Council's annual carol concert in December.

It was proposed and seconded that the Parish Council's Christmas light switch on be planned for 26th November.

Finally, the Clerk advised that there were plans to reintroduce the Town & Parish Council Liaison Group meetings in the near future though these would take place virtually.

96. Planning Applications

The following planning application was considered without comment:

Application no.	*Location*	*Details*	*21 Day expiry / Target date*
21/02312/FUL	20 Grime Lane, Sharlston, Wakefield, WF4 1EJ	Extension to side and rear	29.11.21

97. Planning Decisions

The following planning decision was noted:

Application no.	*Location*	*Details*	*Decision*
21/02104/TCA	Hill Top Farm, 22 The Green, Sharlston, Wakefield, WF4 1EF	Crown Tree, separate application	advice give, permission not required 12.10.21

98. Correspondence

The correspondence list previously circulated was noted. The Clerk highlighted the following which had been received since:

- Wakefield Council - Benefits Roadshow
- Wakefield Council – Wordfest Event
- Wakefield Council - Energy and Home Support Team newsletter
- YLCA - White Rose Issue 29.10.21
- Member of the public re an issue with a pavement.

99. Summary of Projects for Publication

It was agreed that summaries would need to be prepared for the Christmas events.

100. Future Agenda Items

The Clerk reminded everyone to forward any items seven days in advance of agenda preparation.

101. Financial Matters

The following accounts were then approved for payment.

Supplier	Details	Amount/Type
Post Office	Postage	85p card
Engraving World	New seat plaque	£21.00 card
Post Office	Stamps	£5.10 card
Etsy	Seed balls for school gifts	£122.40 card
Royal British Legion	Poppy Wreath / Donation	£50.00 cheque

The following payments had been previously approved and made between meetings.

Supplier	Details	Amount/Type
Emma King	Salary	
Zoe Kozlowski	Salary	
O2	Clerk's Mobile Phone	£43.73 DD
Zoom	Monthly subscription	£14.39 DD

The Clerk agreed to forward the bank reconciliation to the end of October as she was having an issue with the budget spreadsheet.

The grant request was deferred to the following meeting.

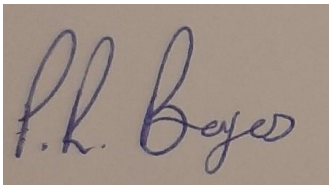
The purchase of Christmas trees and lights had been dealt with earlier in the meeting.

102. <u>Date & Time of Next Meeting</u>

The next meeting was confirmed as Monday, 6th December 2021 at 6.30 pm.

There being no other business the meeting closed at 8.50 p.m.

Signed



Philip Boyes, Chair

6th December 2021