Meeting of Sharlston Parish Council to be held on

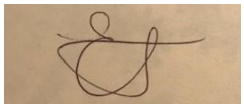
Monday, 7th February 2022 at 6.30 pm at Sharlston Community Centre

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	**Parish Council Vacancy**	• To consider applications for current vacancies and agree any actions as appropriate
4	**Minutes of the Previous Meeting**	• To confirm the minutes of the Meeting held on Monday, 10th January 2022 as a true and correct record
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 meeting of the Parish Plan Committee held on 17th January 2022 and agree any actions as appropriate • To receive a report from the Highways Walk that took place on 23rd January 2022 and agree any actions as appropriate • To receive a report from the Allotments site visit held on 6th February 2022 and agree any actions as appropriate
8	**Training Update**	• To receive a report on training completed since the last meeting / note forthcoming opportunities
9	**Items Requested by Councillors / Annual Schedule**	• To discuss Christmas arrangements for 2022 and agree any actions as appropriate • To discuss plans for the Annual Report 2022 and agree any actions as appropriate • Annual review of Standing Orders • To agree a plaque for HRH the Queen's Platinum Jubilee tree • To note the Community Governance Review and agree any actions as appropriate • To consider a request for planting at Sharlston Rugby Club and agree action as appropriate • To consider a request for gate re-siting at Sharlston Rugby Club and agree action as appropriate • Proposal for outdoor project in partnership with the Community School
10	**Events/Attendance at Meetings**	• To consider any forthcoming events or meetings and agree representation at these if appropriate • Report back from PACT meeting held on 25th January 2022 • To consider arrangements for the Open Day 2022 and agree any actions as appropriate
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
14	**Summary of Projects for Publication**	• To agree on any projects to be published externally and responsibility for these
15	**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)
16	**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 January 2022 • To note an update on a recent grant request
17	**Date & Time of next meeting**	• Monday, 7th March 2022 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*
22/00073/FUL	15 Beechfield Drive Sharlston Common Wakefield WF4 1EG	Single storey extension to rear	07.02.22
22/00030/FUL	Hill Top Farm 22 The Green Sharlston Common Wakefield WF4 1EF	Single storey side extension	07.02.22

APPENDIX B - DECISION NOTICES

Application no.	*Location*	*Details*	*Decision*
21/02312/FUL	20 Grime Lane Sharlston Common Wakefield WF4 1EJ	Proposed extension to side, flat roof dormer to rear, alteration to openings, cladding to front, landscaping to front including regrading of driveway and creation of retaining wall	Application Approved 26.01.22

APPENDIX C – ACCOUNTS

Payments Requiring Authorisation

Supplier	**Details**	**Amount/Type**
YLCA	Chairmanship Part 2 Webinar – Cllr Pollard	£30.00 bank transfer
Companies House	Web-Filing – Strike off of Sharlston Community Partnership	£8.00 card
Daniel Verity	Removal of small Christmas trees	£110 bank transfer
Wakefield Council	Skip hire for allotments x 1 week	£135.50 card
Viking	Paper/Ink supplies	£100.09 Card
Euroloos	Porta loo hire for allotments x 4 weeks	£208.80 card
Euroloos	Porta loo hire for allotments x 4 weeks	£208.80 bank transfer
Featherstone DIY Centre	New padlock for allotments & 2 additional keys	£30.00 cash
Post Office	Stamps	£5.95 card

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
Zurich	Annual insurance premium	£2115.26 card