Meeting of Sharlston Parish Council held on Monday 10th January 2022 at

Sharlston Community Centre at 6.30 pm

Present: Cllr T Arnold
Cllr J Barker
Cllr P Belbin
Cllr B Mottram
Cllr A Palmer
Cllr S Pollard
Cllr E Stebbings-Allison
Cllr L Wisdom
District Cllr M Tennant-King

119. Apologies for Absence

Apologies had been received from Cllr Boyes as well as District Cllrs Isherwood and Taylor. Cllr Pollard took the Chair.

120. Declarations of Personal Interests

There were no declarations of interest made.

121. Minutes of the Meeting held on Monday, 6th December 2021

The minutes of the meeting held on Monday 6th December 2021 were accepted as a true record.

122. Progress Report

The Clerk explained that there were still two vacancies open to co-option. It was proposed and agreed that the promotion of these be repeated. Cllr Stebbings-Allison agreed to coordinate this. It was also noted that there had been a couple of informal enquiries made and it was suggested that these candidates be encouraged to apply.

The Clerk advised that the lifebelts had arrived. Cllr Pollard confirmed that the Angling Club was taking responsibility for fitting these once posts had been sourced. It was noted that this would be a partnership project between the two bodies.

The Clerk advised that the repair to the bunding on the Green was still to be completed and that it would be done once the weather improved. It was noted that a site visit would be required to check the height. The Clerk confirmed that this work would be completed before the year end.

It was suggested that a Bluetooth speaker be purchased in the new financial year ahead of the next remembrance service.

It was confirmed that the updates to the website were still required and that a meeting between the web developer and the Parish Council would need to be arranged.

There was no update on the transfer of the Heathers land to the Parish Council but the Clerk would pursue this.

Cllr Pollard advised that the tree saplings had still not arrived and that it was likely to be March before the planting would take place.

The Clerk had not received any update on the sustainable street lighting project since contacting District Cllr Hemingway.

The Clerk advised that the contractors could start work that week on clearing the vacant plot at the allotments. She would arrange access to the community centre for the workers.

The meeting was updated on the bid for funding to support the new planters. The permission for siting had now been confirmed and the bid was being progressed. The bid for the new defibrillator would start once the planter bid was finalised.

The Clerk confirmed that the roundup of comments / questions from the Highways consultation was now on the website.

Cllr Palmer asked for the Parish Council's bank details so that he could transfer the donation from the Sharlston Soap Box Derby.

The Clerk had contacted the Community Foundation about publicising the Fuel Poverty Support campaign but they had advised that a new campaign would be starting soon with Haribo and that they would send details through in due course.

The Clerk confirmed that the Parish Council's meeting dates had been shared with the Neighbourhood Police team and that the PACT meeting dates had been received back and shared.

123. <u>Ongoing Projects</u>

<u>Church / Community Centre</u>

A short discussion was held and it was suggested that a separate meeting to discuss the content of the lease between the Church and the Parish Council for the Community Centre be arranged. It was agreed that a date be sought outside of the meeting.

It was noted that the Church had been given a key and signed for responsibility of the security of the Centre. They had also cleared out a cupboard they had previously used for storage.

<u>Rugby Club</u>

The Clerk advised that the service on the CCTV equipment was due and that she would arrange this along with a training session for any interested councillor to attend.

<u>124. Reports from Committees</u>

The next meeting of the Parish Plan Committee was agreed for 17th January at 6.30 pm to be held at the Villa, Grime Lane.

The rearranged Highways Walk was scheduled for 23rd January at 11.00 am, meeting at the Community Centre.

Following a suggestion at the previous meeting, it was agreed that a full site visit at the Fernside Allotments take place on 6th February at 10.00 am.

125. Training Update

There had been no training since the last meeting. The Clerk had circulated a list of forthcoming opportunities. Cllr Pollard requested a place on the second part of the Chairmanship training as she had previously completed part one.

The training with Friends of the Earth was highlighted but there was nobody available to attend.

The Chair highlighted the annual conference and asked that councillors consider attending this virtual event.

126. Items Requested by Councillors

Parish Council's Insurance Arrangements for 2022

The Clerk advised that she had requested two alternative quotes for the Parish Council's insurance in 2022 but unfortunately only one had been received. In addition, the current provider had not supplied a three-year contract price for comparison with the alternative quoted received. With this in mind, it was proposed and seconded to stay with the current provider for a further year and begin a benchmarking exercise with other providers in the autumn.

Green and Open Spaces Policy and Audit

It was proposed and seconded that the Green and Open Spaces Policy & Audit be approved for a further year, following its review. The Clerk agreed to forward these for inclusion on the website.

HRH the Queen's Green Canopy – plaque

The Clerk shared representative costings for a number of alternative styles of plaque to commemorate the tree that was to be planted as part of HRH the Queen's Green Canopy. It was proposed and seconded that the lectern style be chosen. The Clerk agreed to obtain three comparative quotes for the next meeting. Cllr Pollard offered to draft some wording for this.

'Being a Plastic Free Community' – Presentation

Cllr Wisdom advised that she had conducted further research into this initiative and it appeared that it needed to be community rather than council-led. She noted that the Parish Council would be required to support it and it was proposed and seconded that this be agreed. A short discussion took place about how the Parish Council could work with the community to influence the reduction of plastic e.g., by engaging local businesses and raising awareness.

Arrangements for Christmas 2022

It was noted that the additional measures put in place in 2021 to celebrate Christmas including the Red Wheel lights, additional Christmas tree in New Sharlston and the small trees on businesses had proved popular despite some small issues. It was agreed that planning needed to be start earlier for 2022 and that the amount of work required should be assessed to make the process more efficient.

Suggestions for 2022 included additional small, lit trees for businesses, a proposal to supply outside electric sockets for this purpose, a check on suitable lamp posts for small lit trees, approaching residents to sponsor trees either on their property or on lamp posts, lights on the rugby club railings, approaching Wakefield Council regarding using the mains power supplied to the large trees for the additional lights, taking on the Advent window project and creating a community competition.

127. Events/Attendance at Meetings

Cllr Arnold had attended the Christmas Service at St Thomas' Church hosted by Featherstone Town Council and reported that this had been an enjoyable event.

The Clerk shared the notes and feedback from the meeting with Wakefield Council Highways Department held on 15th December. It was agreed that this had been a positive meeting and that the Clerk would continue to follow up on agreed actions.

The Chair highlighted the forthcoming YLCA Branch meeting and invited anyone interested to attend.

128. Planning Applications

There were no planning applications to note.

The Parish Council had been asked to comment on a neighbouring Parish's application as it bordered Sharlston but on reflection, they felt this was not appropriate.

129. Planning Decisions

There were no planning decisions to note.

130. Correspondence

In addition to the list circulated, the Clerk highlighted correspondence from Wakefield Council regarding hanging baskets, YLCA communications regarding the forthcoming jubilee and the White Rose publication and a happy new year message from the CPRE.

131. Summary of Projects for Publication

It was noted that a request had been made at the last meeting for a review of publication methods and who had responsibility for these. Cllr Pollard highlighted that she was happy to continue to send reports to the Wakefield Express. It was suggested that an additional administrator be added to the Facebook page to support Cllr Pollard. The Clerk agreed to do this and this was supported by the meeting.

132. Future Agenda Items

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

It was requested that the Community Governance Review be included. Councillors were encouraged to respond to this consultation before the end of January.

133. Financial Matters

The Clerk presented the proposed budget for 2022/23. She explained every budget heading noting where she was proposing to increase spend and where she had been able to identify savings. She advised that due to unanticipated income in 2021/22 including CIL payments and additional VAT refunds, the Parish Council was in a position to support an increased budget from reserves and therefore not increase their precept demand on the electorate. She highlighted that this was essential in order to demonstrate that the income was being used on community projects and supporting the development of the local area. The budget had been recommended by the Finance Committee and was proposed, seconded and agreed.

A precept demand of £35,000, unchanged from 2021/22 was proposed, seconded and agreed.

The following accounts were then approved for payment.

Supplier	Details	Amount/Type
Daniel Verity	To fit and fix small Christmas trees on village businesses	£220 bank transfer
Post Office	Stamps	£5.10 card

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

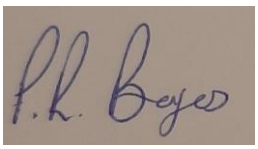
The Clerk had previously circulated a bank reconciliation to the end of December.

The Clerk advised that following additional correspondence with the group who had requested a grant from the Parish Council, it had been identified that supporting documentation was not available. The meeting discussed whether there was any other way that they could support this valuable project but it was agreed that without the documents, the grant process could not be progressed. The Clerk agreed to respond to the applicant.

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

The next meeting was noted as Monday, 7th February at 6.30 pm.

There being no other business the meeting closed at 9.00 p.m.

Signed  Philip Boyes, Chairman

Date 7th February 2022