Meeting of Sharlston Parish Council held on Monday 7th February 2022 at

Sharlston Community Centre at 6.30 pm

Present: Cllr T Arnold
Cllr J Barker
Cllr P Belbin
Cllr P Boyes
Cllr B Mottram
Cllr S Pollard
Cllr L Wisdom
Mrs J Nicholson
Mrs L Young

135. Apologies for Absence

Apologies had been received from Cllrs Palmer and Stebbings-Allison as well as District Cllrs Isherwood and Tennant-King.

136. Declarations of Personal Interests

There were no declarations of interest made.

137. Parish Council Vacancies

Mrs Nicholson and Mrs Young had both attended the meeting after submitting applications to become a Parish Councillor. The Clerk confirmed that both applicants met the criteria required and both were then asked to make a short contribution to the meeting as to why they wanted the position. Following this they were advised that a decision would be made at the end of the meeting with regards to the applications.

138. Minutes of the Meeting held on Monday, 10th January 2022

The minutes of the meeting held on Monday 10th January 2022 were accepted as a true record.

139. Progress Report

The Clerk advised that the lifebelts had now been fitted at the Dam despite the theft of the original posts. The Angling Club had kindly provided the posts and it was proposed and agreed that stickers be ordered for the belts to indicate the partnership between the Parish Council and the Angling Club on this project.

It was noted that Cllr Belbin had liaised with Onscreen, the Parish Council's website manager, with regards to the updating of the councillor information section of the website. It was proposed and seconded that Onscreen be instructed to complete this work and advise on accessibility of future documents.

The Clerk had been liaising with Taylor Wimpey since the last meeting following storm damage to the fencing on the land at the entrance to the Heathers. There was some resistance from the company to investigate and repair the fencing until they could confirm ownership. In the meantime,

the fencing had been made safe by the owner of the Sharlston Rovers Club as it adjoined their car park. The Clerk would continue to progress this alongside the process to transfer the land into the Parish Council's ownership.

The Clerk advised that she had chased up District Cllr Hemingway with regards to the sustainable street lighting initiative and had been advised to speak to Graham West, Transport Manager about this. She had tried to contact Graham but had not yet received a response. This would be followed up.

The meeting noted that the Neighbourhood Funding Team had requested additional information with regards to the funding bid to support the new planters in the village. The Clerk had forwarded written permission from the land owner where 5 planters had been placed as well as up to date insurance information. The New Sharlston Voluntary Group had forwarded an up-to-date bank statement. It was hoped now that the application could progress and the funding be released before the year end.

The Soap Box Derby charity had donated £160 towards the upkeep of the Fairy Wood.

The Clerk had renewed the Parish Council's insurance for 2022.

The environment policies, agreed at the last meeting were now on the website.

Cllr Wisdom had circulated additional information with regards to the Plastic Free Communities initiative.

The Clerk confirmed that she now had admin rights on the Parish Council's Facebook page.

The precept request had been accepted by Wakefield Council and would be paid in April 2022. It was proposed and agreed that a short communication for Facebook and the website be prepared to advise on this.

140. Ongoing Projects

Church / Community Centre

A meeting had taken place the week before to discuss the existing lease between the Church and the Parish Council. The Clerk briefly presented the points raised and advised that these would be raised when the draft lease was prepared. The Parish Council was encouraged to push for a 99-year lease. It was confirmed that the draft lease would be brought to the full Council for consideration.

It was noted that the Rugby Club update would be considered under item 9.

141. Reports from Committees

A meeting of the Parish Plan Committee had taken place on 17th January and the notes had been circulated to all councillors. The following points were highlighted: there had been a request to follow up on ownership of the garages at the site of the old library. It had been suggested that the District Councillors be asked to support with this. There had been a desire expressed to progress the speed calming project and further detail would be shared under the highways report. An Events Group meeting would take place on 15th February to progress plans for the Jubilee celebrations. This would be open to all and publicised on Facebook. The Chair had agreed to email District Cllr Byford again about the derelict property at 132 Weeland Road. Cllrs Arnold and Pollard would be undertaking a walk to plan the healthy walk project in February. The inspection of unmarked graves would be placed on the next agenda for consideration. An update on the heritage project had been discussed and Cllr Pollard confirmed that she had passed contacts onto the owner of the Sharlston Rovers Club for a proposed mural.

The rearranged Highways Walk had taken place on 23rd January and notes had been circulated to all councillors. The Clerk confirmed that all the clean air signs were now in place at the school. It was

proposed and agreed that the Parish Council's logo be used on all future signage. With regards to the proposed speed calming project, the Clerk agreed to follow up on support from Wakefield Council with regards to the posts for cameras. The Clerk had reported the pot holes, white lines, grit bins, anti-skid pad, footpath on Weeland Road and the issues at the Kismat. It was noted that a meeting with regards to verge hardening would take place in April. A proposal regarding a verge on Clifton Road had been progressed by the Clerk. The meeting agreed that the response about a sign for the surgery was disappointing and the Clerk was asked to contact the surgery about working with them on this. The Clerk was also asked to contact the footpaths department directly about the damage on Weeland Road.

A full site visit at Fernside Allotments had taken place on 6th February. The Clerk highlighted the main points from the visit and noted that a meeting of the Allotments Committee would take place soon to progress a proposed business plan for future development of the site.

142. Training Update

Cllr Pollard had completed the Chairmanship part two training. The Clerk asked if she would forward the resources to store centrally.

Cllr Pollard had also requested a free social media health check on behalf of the Parish Council. Advice had been given about the use of the PC logo and contact details, using a 'pinned' post, and setting the profile to government organisation. There had also been a suggestion with regards to raising the profile of anti-dog fouling actions in the village.

143. Items Requested by Councillors

Christmas arrangements for 2022

It was suggested that the grants process be used to allow local businesses to cover the cost of installing an outside electrical socket. The Clerk was asked to investigate costs for this. The Clerk advised that she had re-submitted the request to Engie regarding mains electric access to the red wheels and rooted tree.

Annual Report 2022

It was proposed and seconded that 500 copies be ordered again in 2022. The meeting agreed to stay with the current format for the report and the Clerk asked that councillors start to work on reports and collecting photographs for this.

Standing Orders

The Standing Orders had been circulated for review before the meeting. It was proposed and agreed that these be accepted without change for a further year.

Plaque for HRH the Queen's Platinum Jubilee Tree

The Clerk shared a variety of designs for a lectern plaque. It was proposed and seconded to purchase a black steel version. Cllr Pollard agreed to work up some draft wording/designs to share with the council.

Community Governance Review

It was noted that the initial consultation on this had ended on 31st January and further updates would be shared in due course.

Request for planting at Sharlston Rugby Club

It was proposed and seconded that a request to plant on the railings of Sharlston Rugby Club be agreed. It was noted that this would take place between spring and autumn and would be looked after by Sharlston Ecological Group.

Request for Gate Re-Siting at Sharlston Rugby Club

It was proposed and seconded that a request to re-site the gates at Sharlston Rugby Club, for safety reasons, be approved. This was subject to the gates being in-keeping with current fencing and all costs being met by the Club.

Outdoor Project in Partnership with Community School

A suggestion for an outdoor project with the Community School was received. This would involve a donation to the School of 'bug-hotels'. It was suggested that the School's PTA be encouraged to apply for a grant in the current financial year. A costed proposal was requested for the next meeting.

144. Events/Attendance at Meetings

There had been no attendance at the last PACT meeting. It was suggested that dates be included on the Parish Council's notice boards. The next meeting would take place on 8th March.

The Clerk reminded the meeting about the next YLCA Branch meeting on 24th February.

It was noted that the Parish Council's Open Day would take place on 14th May and it was agreed that the format would stay the same as in 2021.

145. Planning Applications

The two planning applications were considered without comment.

There was no further action required with regards to the development at Birkwood Plant.

146. Planning Decisions

The planning decision was noted without comment.

147.Correspondence

In addition to the list circulated, the Clerk highlighted correspondence from the YLCA – White Rose Bulletin, 4th February.

148. Summary of Projects for Publication

The Clerk noted that she had received an email from the Wakefield / Pontefract & Castleford Express with regards to the sharing of information. She agreed to signpost to the Parish Council's website and share any future good news stories, copying in the local correspondent.

149. Future Agenda Items

The Clerk reminded everyone to forward any items seven days in advance of agenda preparation which for the March meeting was 27th February.

It was requested that the following items be included:

- Donation of Outdoor Equipment to Community School
- Review of Seating in the Village.

150. Financial Matters

The following accounts were then approved for payment.

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 REFUNDED
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

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
Zurich	Annual insurance premium	£2115.26 card

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

A concern was raised about the cost of the allotment work which had not been budgeted for. It was noted that this was being carried out for safety reasons and to ensure future income was secure but that the concerns were fair and would be picked up by the Allotment Committee's forthcoming business plan.

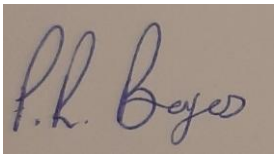
Following the last meeting, the Clerk had contacted the grant applicant to advise that they would not be able to support the application due to essential criteria not being met. The applicant had expressed disappointment and advised that she had received funding from Wakefield Council. This had been investigated and in fact, the initiative that had supported the project involved funding being shared with Wakefield Council's Biodiversity Project rather than any specific project. With this in mind, it was suggested that the Parish Council investigate the possibility of purchasing equipment for the suggested project. A costed proposal was requested for the following meeting.

A short discussion took place about the applications for the current vacancies. It was proposed and seconded that these be accepted.

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

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

There being no other business the meeting closed at 9.05 p.m.

Signed  Philip Boyes, Chair

Date 7th March 2022