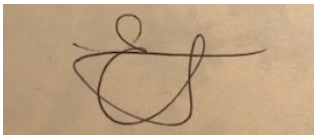
Meeting of Parish Council to be held on
Monday, 5th September 2022 at 6.30 pm at Sharlston Community Centre

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.

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**	• 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, 4th July 2022 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 - Taylor Wimpey transfer of land to Parish Council
6	**Reports from Committees**	• To receive a report from the meeting of the Parish Plan Committee held on 8th August 2022 • To receive a verbal report from the meeting of the Highways Committee held on 5th September 2022 and agree a date for the next walk • To consider and agree membership Parish Council Committees including the new Parish Heritage and Parish Events Committees • To agree a date for the next meeting of the Finance & Personnel Committee • To agree a date for the next Allotments Inspection
7	**Training Update**	• To receive a report on training completed since the last meeting / note forthcoming opportunities • To receive a reminder about the YLCA Annual Conference • To consider an invitation to Scribefest 2022
8	**Items Requested by Councillors / Annual Schedule**	• To receive an update on the grant application to Wakefield Council for the new defibrillator and agree any action necessary • To receive a verbal report from the annual Asset Walk and agree any actions necessary • To receive a report on the current condition of seating in the village and agree any recommendations as appropriate • To consider and agree actions related to Christmas 2022 including lights, donations and events • To review the Civility & Respect statements and consider sign up to the Civility and Respect Pledge/Note training available • To receive and consider agreement of a revised Allotments Policy • To receive and consider agreement of the Complaints Policy • To consider and agree a donation to the Royal British Legion by way of purchasing a Poppy Wreath • To consider and agree options for promoting the 10 & 5k Health Walks in the village
9	**Events/Attendance at Meetings**	• To consider any forthcoming events or meetings and agree representation at these if appropriate
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 and responsibility for these
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 receive and note final report from External Auditor*** • 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 July & 31st August 2022.
16	**Date & Time of next meeting**	• Monday, 3rd October 2022 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*

APPENDIX B - DECISION NOTICES

Application no.	*Location*	*Details*	*Decision*
22/01067/FUL	Ings Farm, 1 The Green, Sharlston, WF4 1EL	To change of use from personal stables to commercial livery yard.	application approved 18.08.22

APPENDIX C – ACCOUNTS

Payments Requiring Authorisation

Supplier	**Details**	**Amount/Type**
Curry's	12 month laptop care & repair cover	£70.00 DD
CPRE	Annual subscription	£36.00 DD
Sharlston Villa Club	Reimbursement for bouncy castle hire at Jubilee Event	£80.00 bank transfer
ICO	Annual Data Protection Fee	£35.00 DD
YLCA	Annual Conference attendance J Nicholson	£120.00 bank transfer
Viking	New box files	£70.18 card

Payments Previously Authorised and to Note

Supplier	**Details**	**Amount/Type**
Emma King	Salary	
Zoe Kozlowski	Salary	
Zoom	Monthly subscription	£14.39 card
O2	Clerk's Mobile Phone	£24.12 DD
Planning Maps Ltd.	New Boundary Maps	£195.00 card