Meeting of Sharlston Parish Council held on Monday 4th July 2022 at

Sharlston Community Centre at 6.30 pm

Present: Cllr T Arnold
Cllr P Belbin
Cllr P Boyes
Cllr B Mottram
Cllr J Nicholson
Cllr L Wisdom
Cllr L Young
District Councillor G Isherwood
District Councillor S Vickers

221. Apologies for Absence

Apologies were received and accepted from Cllr A Palmer and District Councillor Tennant-King.

The Clerk advised that she had received the resignation of Cllr S Pollard. This was accepted by the Chair and the Clerk advised that she would now forward this to Wakefield Council. It was agreed that Cllr Pollard's tenure should be marked with a card and gift and the Clerk agreed to follow this up.

It was noted that there would be some vacancies on committees as a result of this resignation and it was agreed to place review of committees on the agenda for the next meeting.

222. Declarations of Personal Interest

There were no declarations of personal interest.

223. Minutes of the Previous Meeting

The minutes of the meeting held on 6th June 2022 were accepted as a true record and signed by the Chair.

224. Progress Report

The Clerk had received further information about the installation of sustainable lighting at the Rugby Club and suggested that this be taken to a meeting of the Highways Committee for further discussion and decision.
The Neighbourhood Improvement Funding for the new planters had now arrived and had been paid into the Parish Council's account. The New Sharlston Voluntary Group was thanked for applying for this. The Chair agreed to pursue the grant for the new defibrillator for New Sharlston. There was a query about ensuring that this would be in a position accessible at all times.
The Platinum Jubilee plaque was now fitted. It was agreed that a ceremony to unveil this was not necessary but it was agreed that the base could be seeded over at no cost by the Sharlston Gardening & Ecology Group.
The Clerk advised that the plaque had been added to the asset register for no additional cost.

The plaque for the bug hotel donated to the community school had been purchased and delivered. A request for a photo to share on social media had been requested.
The resident issue regarding match day parking on the Heathers was deferred to the next meeting in Cllr Tennant-King's absence.
The Clerk suggested that the footbridge at the Dam required further discussion at a separate meeting.
The memorial bench requested by a resident bench had been purchased as well as the plaque. It would be fitted within the next couple of weeks and then the resident would be invoiced.
The annual report had been fully delivered now.
The Clerk gave an update on the land where the old library had been following a response from Wakefield Council. Cllr Isherwood was thanked for following this up. Further information was awaited and the Clerk agreed to continue to chase this up.
The Clerk had chased up advice re the siting of the speed cameras but it was felt that Wakefield Council had misunderstood the request so this would be followed up again. It was suggested that this needed to be passed back to the Highways Committee for further action.
The owner of the Chinese takeaway had confirmed that whilst he was happy for the footpath outside to be repaired, he did not intend to complete this work. It was agreed that this needed to be passed back to the Highways Committee.
The Chair and Clerk had completed an initial assessment of the Fairy Wood and it was suggested that this takes place again in July and August with a view to making a decision about its future at the next meeting. A request to add to the wood had been received by text but the Clerk had requested this officially via email.
The Clerk reminded the meeting that there were still outstanding actions in relation to Christmas 2022 and advised that concrete proposals should be brought to the next meeting to ensure these could be actioned in time.
The Clerk advised that she would be completing a review of the Parish Council's website over the summer.
The Clerk agreed to follow up with the school about a meeting with the youth council.
The report on the recent Platinum Jubilee celebration had been shared with council publications and was expected to be published soon. The film of the event had been circulated on Facebook and thank you notes had been sent. The Clerk shared the final budget for the event.
The Clerk asked for an update on council surgeries and Cllr Isherwood offered to do a joint walk of the village with District Councillors involved.
The final accounts had been sent to the external auditor and a response was awaited. The unaudited accounts were now advertised.
An update on 132 Weeland Road was shared and it was noted that the property was now secured but that there was no further information about its future.
The Clerk updated the meeting about the invoice for the CCTV company for an unplanned call out.
Finally, it was noted that information had been received about the future of the mobile library following a resident request at the open day. This would be resumed in August.

225. <u>Ongoing Projects</u>

<u>Church / Community Centre</u>

The Chair, Clerk and Chair of the Management Committee had met with Father Teasdel on 9th June and it had been a productive meeting. However, a couple of queries had been forwarded by Father Teasdel after the meeting that had been dealt with months ago so, for expedience, the Clerk asked

for permission to request that all correspondence now take place between the Parish Council's and the Diocesan solicitors. This was agreed.

Rugby Club

The Clerk had followed up with regards to the branches being disposed of from the rugby field and it was noted that this would happen when the skip was on site.

The Clerk had received a report that there was a loose fitting on the perimeter fence and Cllr Boyes agreed to check on this.

Taylor Wimpey transfer of land to Parish Council

The valuation of the land was now complete and would now be passed to the Parish Council's solicitors so they could proceed with the transfer in collaboration with Taylor Wimpey's solicitors.

The fence had been repaired and the grass cut by Taylor Wimpey following a report by the Clerk.

The Clerk reminded the meeting that once the land was transferred, these matters would become the Parish Council's responsibility and this would need to be considered by the Parish Plan Committee.

226. Reports from Committees

A meeting of the Allotments Committee had taken place on 21st June. The Clerk ran through the proposals that the Committee had made:
Remedial action to block up vermin holes and take natural preventative action against vermin activity had taken place as a matter of urgency. This was approved retrospectively by the Council.
Regular checks were taking place on the livestock on one of the plots following concerns raised at the last inspection. It was proposed and agreed that the tenant in question be issued a final warning.
It was agreed that any old signage be removed following the purchase of new signage.
It was agreed that the vacant plot be offered to the next person on the waiting list with conditions attached due to the current state.
It was agreed that the Allotments Policy be reviewed at the next meeting.

A meeting of the Finance & Personnel Committee had taken place on 23rd June.

The Clerk advised that the Parish Council's employment policies had been reviewed by the Committee and were now recommended for approval. It was proposed and agreed that these policies be approved for a further year.

It was noted that the annual appraisal of the Clerk had taken place.

It was agreed that the next meeting of the Parish Plan Committee take place on 8th August at 7.00 pm at the Community Centre.

The Chair made a proposal for two new committees, one for Parish Heritage and one for Parish Events. These were agreed and initial interest gauged. It was suggested that membership of these be considered at the next meeting.

227. Training Update

Cllr Nicholson noted that she was awaiting the next round of Flying Start training before booking.

The Chair fed back on her recent Chairmanship training and agreed to forward the resources to the Clerk.

The Clerk reminded the meeting about the annual YLCA Conference. Cllr Nicholson asked to be booked on.

228. Items Requested by Councillors

The Clerk advised that the bus services through the village had been raised as a concern at the last Open Day and she asked what, if any action the Parish Council wished to take. Cllr Nicholson suggested that the Clerk contact District Cllr Hemingway to offer the Parish Council's support on this matter.

Cllr Arnold shared details of the 5k and 10k health walks that she had planned out and agreed to share these with the Clerk. She suggested that some way of sharing these with resident and visitors needed to be agreed e.g., QR codes on posts or via a printable sheet from the website. This was discussed and it was agreed that the website would be the easier and more cost-effective way to do this. Cllr Belbin agreed to discuss this with District Cllr Isherwood and then it was requested that a costed proposal be brought to the Parish Plan Committee.

The Clerk shared the detail of where the current planters were in the village as well as the volunteers that looked after these. A discussion took place about investment in this area. A proposal was made with regards to placing new planters but this was then rescinded and a new proposal made to make a full check on planters on the next Highways Walk and then bring a suggestion of investment to the next meeting.

It was noted that the annual check on the Parish Council's assets would take place on 22nd July.

The Parish Council's Accessibility Statement was proposed and agreed for a further year.

A proposal to support the Rugby Club's request for sponsorship of a new kit was considered and it was agreed that a £500 grant be approved subject to a grant request being made by the Club.

The Chair proposed that a closed Facebook Group be set up for councillors. She explained that this may be a more efficient way of managing discussions about different projects but was clear that this would be for information sharing purposes and no decisions could be made outside of meetings. There was some initial concern that this was another area for councillors to monitor but it was agreed to trial this until the next meeting to see how well it worked.

The Chair then made a proposal for a Parish Council awards scheme. She explained that this would be a way of recognising achievement and contributions by residents. There were concerns shared about whether this would single out the same individuals regularly and may cause embarrassment for those that did not want recognition. Other suggestions included recognition on Facebook or as part of the Annual Report. It was suggested that this be considered further by the Parish Plan Committee.

229. Events/Attendance at Meetings

The Clerk advised that YLCA's annual general meeting was taking place on 23rd July and asked if anyone was available to attend. The Chair agreed to check and advise the Clerk.

Nobody had been able to attend the last branch meeting on 16th June.

230. Planning Applications

Two planning applications were considered.

With regards to 22/01067/FUL, the Parish Council asked that a comment be made with regards to signage about livestock in the road to ensure safety on what is a very busy road.

231. Planning Decisions

There were no comments on the two planning decisions brought for noting.

It was noted that a recent appeal on an application that the Parish Council had objected to, had been rejected.

232. Correspondence

There was no additional correspondence to note.

233. Summary of Projects for Publication

There was nothing else to report under this item.

234. Future Agenda Items

The Clerk reminded everyone to forward any items seven days in advance of agenda preparation which for the September meeting was 28th August.

235. Financial Matters

The following accounts were then approved for payment.

Supplier	Details	Amount/Type
YLCA	Chairmanship Webinars 1 & 2 for Cllr Wisdom	£66.80
Wakefield Council	Annual Grounds Maintenance Contract	£1604.24
Susan Pollard	Jubilee Expenses	£203.13
Air Ambulance	**Charitable donation in lieu of collection at jubilee event**	**£435.00**
Paul Baker	DJ/children's entertainment at jubilee event	£90.00
Engraving World	Plaque for bug hotel	£21.00
Engraving World	**Plaque for memorial bench**	**£24.00**
Habro Ltd.	Printing of annual report	£535.00
Amazon	**Memorial Bench**	**£281.99**
Guiseppe John Ermi	Ice cream van at jubilee event	£200.00
Post Office	Postage for annual return	£0.95
Abson Blaza	Valuation of Heathers Land	£265.00

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

Supplier	Details	Amount/Type
Emma King	Salary	
Zoe Kozlowski	Salary	
Zoom	Monthly subscription	£14.39 DD
O2	Clerk's Mobile Phone	£24.12 DD

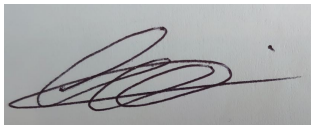
The Clerk had previously circulated a bank reconciliation to the end of June.

With regards to outstanding actions in relation to the annual accounts, it was proposed and agreed that the Parish Council's Fidelity Guarantee be increased to £250k.

236. Date & Time of Next Meeting

The next meeting was noted as Monday, 5th September at 6.30 pm.

There being no other business the meeting closed at 8.55 p.m.

Signed:  Lei Wisdom, Chair

Date 5th September 2022