Meeting of Sharlston Parish Council held on Monday 3rd October 2022 at

Sharlston Community Centre at 6.30 pm

Present: Cllr T Arnold

Cllr P Belbin

Cllr P Boyes

Cllr J Nicholson

Cllr L Wisdom

Cllr L Young

District Cllrs Isherwood, Tennant-King and Vickers

Ahead of the meeting starting, a one-minute silence was observed following the death of HRH, Queen Elizabeth II

253. Apologies for Absence

Apologies were received and accepted from Cllr Palmer.

The Clerk advised that she had received one application for the current vacancies but that the applicant was currently away and would be invited to attend the next meeting.

254. Declarations of Personal Interest

There were no declarations of personal interest.

255. Minutes of the Previous Meeting

The minutes of the meeting held 5th September 2022 were accepted as a true record and signed by the Chair.

256. Progress Report

The Clerk advised that the vacancy left by the resignation of B Mottram was now open to co-option and she had sent a letter of acknowledgement / card to Mrs Mottram. There were now four vacancies on the Parish Council. A post had been shared on Facebook as well as the Parish noticeboards, and advertisements and application forms had been left with local businesses.

The Clerk had received no update on the former library land and disused garages. District Cllr Isherwood agreed to follow this up again.

The Clerk was liaising with the school to set up another meeting with the youth council.

The District Councillors asked that potential dates for a village walk be shared with them.

Further information regarding bus services was still awaited.

An update from the Highways Department was shared with the meeting and the Clerk agreed to respond on key points relating to school parking enforcement, a Traffic Regulation Order on Grime Lane and speed and height restriction on The Green.

A sign using the NHS logo had been created to support with directions to and contacting the Surgery, this was now on the Parish Council's website.

The Clerk had circulated the list of planters / volunteers and this now need to be updated following some agreed changes.

The disposal of the Fairy Wood still required action.

All actions relating to the Civility & Respect Pledge had been completed. The Clerk had received some logos that could be used on email signatures etc.

The Complaints Policy had been updated and was now on the website.

The Clerk had ordered the Remembrance wreath.

257. Ongoing Projects

Church / Community Centre

The Clerk advised that she had received communication from the Vicar with regards to a joint communication about responsibilities of the Parish Council and the Church. The Clerk had responded that this would be welcomed.

Information had been sought from the YLCA about the process for purchasing community buildings. This was read out to the meeting for information.

The Clerk had chased the Diocesan solicitors again on two occasions but had no response.

Rugby Club

The Clerk had received notification of a number of issues at the Rugby Club and had passed these to the representatives that had attended at the start of the meeting; loose railings, rubble bags hung on the railings; old branches to be cleared. These would be followed up and it was agreed that a check would be undertaken before the next meeting.

The representatives had also been asked if Christmas lights could be hung on the railings and this had been agreed.

Finally, there had been notification of some communication about the lease between the Parish Council and the Rugby Club which was being actioned by the Club.

Taylor Wimpey transfer of land to Parish Council

The Clerk presented the final paperwork for the transfer of land from Taylor Wimpey to the Parish Council. It was proposed and seconded that the Chairman sign this and have it witnessed by District Councillor Isherwood. This was completed.

It was suggested that further discussion on the potential use of the land be deferred until the transfer had completed.

It was noted that the Sharlston Rovers Club was under new management and the Clerk agreed to write to the Club management to arrange a meeting with them about working together.

258. Reports from Committees

The Finance Committee had met on 29th September. Items on the agenda included; current (half year) budget position; funding for winter plants for planters; budget for bulb planting; Christmas donation to the school; submission of finance proposals by committees; review of salary budget and regular payments; recognition guidance for ex-councillors; three-year forecast; and quarterly report on gifts & hospitality.

The half-year forecast and additional narrative was noted by the meeting.

It was proposed and seconded that:

- a £1 per pupil limit be agreed for the donation to the school;

- all finance proposals be received by 7th November;

- all ex-councillors to receive a certificate of service with an option to award further in discretionary circumstances such as length of service or health issues.

- a three-year budget be set in 2023/24.

The current committee list was reviewed and amended. The Clerk agreed to circulate this and update the Parish notice boards and WhatsApp groups.

It was noted that the next Allotments Inspection would take place on 9th October with a new 20-minute appointment system in place to ensure tenants were not kept waiting. The Clerk had not received any responses so was anticipating all tenants would attend. Cllr Belbin gave his apologies for the inspection.

259. Training Update

There had been no specific training events completed since the last meeting.

The Chairman and Cllr Nicholson gave feedback on the YLCA Conference that had taken place on 23rd September. The Clerk agree to circulate the resources from the conference.

The Clerk had completed and circulated a summary of all training events undertaken by councillors and herself. It was proposed and seconded that all resources be added to the Facebook Hub for ease of reference.

260. Items Requested by Councillors

It was proposed and seconded that the Green Spaces and Tree Policy be approved. It was suggested that regular audits be completed by the Heritage & Environment Committee.

The grant funding for the new defibrillator had still not been agreed and this was in part due to unforeseen circumstances with one of the members of the New Sharlston Voluntary Group. The Clerk agreed to contact Wakefield Council to see if she could help progress this.

The Clerk had contacted the Yorkshire Deli twice with regards supporting the annual Christmas meal but had received no response. It was proposed and seconded that the Parish Council finance this for 2022 and a budget of £1000 was agreed. The Clerk agreed to contact a caterer and venue with regards to an agreed date and then to advertise this to eligible residents.

The Clerk agreed to speak to the school about a suitable donation for Christmas but books were suggested as an option. Cllr Arnold agreed to look at a potential supplier.

All local businesses had been contacted about hosting a Christmas tree and one response had been received. It was agreed to follow upon this and make arrangements for outside sockets where required.

Once a switch on date had been agreed, Cllr Palmer would be asked to arrange for the trees to be delivered back into the village.

The Clerk had contacted Wakefield Council about the two large trees and arranged for the third tree at the end of Long Row again.

As noted earlier in the meeting, lights would be placed on the rugby club railings. They would also be placed on the small rooted tree and the two red wheels. Cllr Nicholson agreed to check on the rooted tree as it had been reported that the branches were now touching the protective fence.

It was proposed and seconded that the full details of the 5 & 10k health walks be added to the Parish Council website and notice boards with a map and QR codes. The Clerk agreed to work with Cllr Arnold to arrange this.

It was proposed and seconded that a budget of £250 for the winter plants and £200 for the spring bulbs be set. Cllr Nicholson agreed to order the plants, Cllr Young agreed to collect these and the Clerk agreed to work with Cllr Nicholson to arrange the planting of these. The Clerk agreed to order the bulbs. A discussion about the five-year bulb planting plan took place and it was agreed that the focus for 2022, the final year, be the new bunding at the top of the Green. The date for the bulb plant was agreed at 30th October at 11.00 am.

The Chairman agreed to continue to update the Parish Council about the replacement pit banner but it was noted that there would be no cost implication to the Parish Council.

It was proposed and seconded that a 'heating hub' be explored in the village for over the cold winter months, to support those in fuel poverty. The Chairman asked what days/times the Community Centre would be available and Cllr Nicholson agreed to advise on this. Once this was known, volunteers could be sought to support this.

261. Events/Attendance at Meetings

Cllr Young agreed to attend the PACT meeting the following evening.

An invitation had been received from Old Sharlston Cricket Club for their annual awards dinner. Cllr Arnold and Cllr Nicholson agreed to attend. The Clerk agreed to let the Club know.

262. Planning Applications

Three planning applications were considered but no comments made.

263. Planning Decisions

Three planning decisions were noted without comment.

264. Correspondence

In addition to that listed, Councillors noted correspondence from Community Led Homes – Date for your diary – Retrofit, make your home energy efficient public meeting; CPRE – Fracking – Let communities decide; and YLCA – White Rose Bulletin 30.09.22. The Clerk was asked to forward the energy efficient email.

265. Summary of Projects for Publication

It was suggested that key updates be shared via Facebook.

266. Future Agenda Items

The Clerk reminded everyone to forward any items seven days in advance of agenda preparation which for the October meeting was 30th October. It was proposed that 'Food Bank' be added to the next agenda.

267. Financial Matters

A grant application had been received from Old Sharlston Cricket Club. It was proposed and seconded that this be approved.

The final report from the External Audit had been received and the Parish Council had received a clean bill of financial health. The report had been added to the website and notice boards.

The following accounts were then approved for payment.

Supplier	Details	Amount/Type
Viking	Envelopes & printer ink	£39.28 card
Moonpig	Leaving card	£3.49 card
YLCA	Conference attendance L Wisdom	£120.00 bank transfer
PKF	External Audit Fee	£360.00 bank transfer

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 card
O2	Clerk's Mobile Phone	£24.12 DD

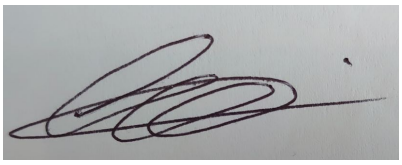
The Clerk had previously circulated a bank reconciliation to 30th September 2022 which was also the half-year position. There were no comments on this.

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

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

There being no other business the meeting closed at 9.11 p.m.

Signed:



Lei Wisdom, Chair

Date: 7th November 2022