**Meeting of Sharlston Parish Council held on Monday 7th November 2022 at Sharlston Community Centre at 6.30 pm**

**Present:** Cllr P Belbin
Cllr P Boyes
Cllr J Nicholson
Cllr A Palmer
Cllr L Wisdom
Cllr L Young
District Cllrs Isherwood and Tennant-King
Mrs C Thorpe

**269. Apologies for Absence**

Apologies were received and accepted from Cllr Arnold and District Cllr Vickers.

**270. Parish Councillor Vacancies**

The Chair welcomed Mrs C Thorpe who had submitted an application for one of the current vacancies. Mrs Thorpe spoke briefly in support of her application and was invited to observe the remainder of the meeting before a decision was taken with regards to her co-option.

**271. Declarations of Personal Interest**

There were no declarations of personal interest.

**272. Minutes of the Previous Meeting**

The minutes of the meeting held 3rd October 2022 were accepted as a true record and signed by the Chair.

**273. Progress Report**

The Clerk advised that she would continue to share the details of the remaining vacancies on the Parish Council via Facebook.

The school had shared details of suitable dates for the follow up meeting with the Youth Council and the Clerk agreed to share these via WhatsApp.

It was agreed that a date would be arranged to do the village walk with the District Councillors after Christmas.

The Clerk agreed to continue to share information regarding issues with local bus services via Facebook.

With regards to the outstanding highways issues, the Clerk had responded to Martin Barnes and asked for regular updates. It was suggested that these be monitored via the Highways Committee.

The Clerk advised that she was still awaiting confirmation of the planters that still needed planting as well as contact details for some volunteers. This information was shared and the Clerk agreed to contact all volunteers with regards to setting up a WhatsApp group and sharing data protection information. It was noted that four planters; 2 in New Sharlston and 2 on Weeland Road were still to be planted.

It was confirmed that the Fairy Wood was now clear and the volunteers who had helped with this were thanked. The Clerk agreed to share this update via Facebook.

The Civility & Respect logos were now featured on the Clerk's email signature, the Facebook page and the website.

The Remembrance wreath had now been passed over to the Chair ready for the service at St Luke's Church on Sunday, 13th November. It was agreed that any councillors wishing to attend should meet there at 10.45 am. It was also noted that a separate service would take place on Friday 11th November at the War Horse in Featherstone.

No finance proposals had been received from committees so the Clerk would now commence budget setting and bring details to the next meeting on the recommendation of the Finance Committee.

The committee list had been updated and was now on the noticeboards. The updating of the website was still to be completed.

The Clerk was still working on adding the conference / training materials to the councillor hub.

The Green Spaces and Tree Policy had been added to the website and it was suggested that a meeting of the Heritage Committee be arranged in the spring.

All details of the 5k health walk had now been received and would be publicised shortly. The 10k walk was still being finalised.

The Clerk asked for an update on the dates that a heating hub could be organised at the Community Centre and it was advised that Tuesday afternoons, Saturday afternoons and Sundays were currently free. The Clerk agreed to share a request for volunteers via Facebook.

The Clerk had shared the energy efficient email following the request at the last meeting.

**274. <u>Ongoing Projects</u>**

<u>Church / Community Centre</u>

An email response had been received from the Diocesan solicitor requesting information that had previously been provided by the Parish Council. The Clerk had responded and copied in the Parish Council's solicitors.

There had been no further communication from Father Teasdel regarding a joint communication from the Church and Parish Council.

<u>Rugby Club</u>

It was suggested that an inspection take place on outstanding issues, following the building work.

A follow up email from the Club regarding the lease had been sent to Catterall's and the Clerk had been copied in.

<u>Taylor Wimpey transfer of land to Parish Council</u>

The paperwork regarding the acquisition of the Heathers Land had been returned to the solicitors and further details were expected. The Clerk reminded the meeting that the changes to the grounds maintenance contract were still outstanding and would be actioned once confirmation from Catterall's was received.

**275. Reports from Committees**

The allotments had been inspected on 9th October and the following points were shared with the meeting:

- Vermin issue reported on one plot. The Clerk had been contacted by Wakefield Council to advise of an issue at an adjoining property which was being investigated and treated. All tenants had been informed of their responsibilities with regards to treating vermin issues on site.
- The third quote for the fencing at the site had still not been received. It was proposed and seconded that another local contractor be approached.
- Asbestos that had been disturbed by a local resident had been removed at the Parish Council's expense.
- Research on alternative sources of water on site were still awaited for discussion/consideration.
- A request for more regular communication had been made by one tenant.
- A number of tenants had been reminded to have a first aid kit on site.
- Progress was shared on the recently acquired plot. The remaining building was being refurbished by the new tenants. A request had been made for 2 ducks on site. This was proposed, seconded and agreed. A further request had been made for a separate access to this plot, at the expense of the tenant, and this was proposed, seconded and agreed, subject to this being identical in size and positioning to the other two entrances on the same side.
- Assistance with cutting the internal hedge, clearing of debris and compost heap had been made by another tenant. It was proposed, seconded and agreed that this be undertaken by the Parish Council.
- One plot had not been inspected as the tenant was absent.
- An update on the current budget position and waiting list for the allotments was shared with the Parish Council by the Clerk.
- Potential next steps for the allotments such as transfer to Local Authority management or the creation of an allotments management group were considered. Cllr Belbin agreed to speak with District Councillors about options.
- The Clerk was asked to follow up the request to the Land Registry for a full boundary plan of the site.

It was agreed to organise a meeting of the Highways Committee outside of the meeting.

**276. Training Update**

Cllr Nicholson had attended the second part of the Flying Start training and found this useful.

The Chair was due to attend a training session later in the month.

**277. Items Requested by Councillors**

It was proposed and seconded that the first point under this item be deferred until the end of the meeting due to its financial nature.

The Clerk had previously circulated quotes for the purchase of a hand-held speed indicator device. These were discussed with regards to the potential use, recording of information and positioning. It was suggested that the details of this be considered and proposed by the Highways Committee at its next meeting. It was proposed and seconded to purchase the most expensive camera as this

represented the best value. The purchase of the hand-held camera meant that this project would come in well under budget. It was agreed that the use of this device would help the Parish Council liaise with the Police and Highways Authority over speeding issues in the village.

It was proposed and seconded that the Gifts & Hospitality / Members Allowances Policies be approved for a further year and would be added to the website.

The grant application for Neighbourhood Improvement funding in respect of a new defibrillator for New Sharlston would need to be completed and submitted again. The Clark and Chair agreed to take this forward, working with the New Sharlston Voluntary Group.

With regards to Christmas arrangements, The Rovers Club had agreed to host the annual Christmas meal for elderly and vulnerable residents. Polly's Mixtures had agreed to cater for the event by providing afternoon teas. The Clerk had created an invitation which was currently being delivered around the village. The Clerk asked for volunteers before and at the event and would liaise with the club and Polly's over details. The school had confirmed that the Youth Council had agreed on a one-off donation towards play equipment rather than individual gifts for the pupils. It was proposed and seconded that a donation of £300 be made to the school who would then source the equipment subject to a presentation by Parish Council representatives at an assembly before Christmas. Cllr Arnold was thanked for her research on books as a potential gift. All businesses had now confirmed with regards to hosting a small Christmas tree and three had requested an outside socket. It was proposed and seconded that the Parish Council would fund these but that a request for a donation from the Community Centre be sought to support this. The Clerk advised that the sockets and trees would be fitted in time for the lights switch on - 24th November. The large trees from Wakefield Council had been ordered and the one at the top of Cow Lane had arrived. The one at New Sharlston was expected. The tree for the end of Long Row had been ordered and the Clerk would arrange delivery for 24th November. It was confirmed that the small rooted Christmas tree did not need its fence removing but it was agreed to seek expert advice over its upkeep in the future. The Clerk agreed to coordinate the remaining lights in the village via WhatsApp.

A proposal to create a village food bank had been made. The current arrangements in the village and the ward were discussed and it was suggested that the Parish Council could look to collate and circulate information on what is already available or potentially host / fund a session for existing providers in the village. It was proposed and seconded that the residents who had suggested this be put in contact with Cllr Tennant-King to gain further information.

A request had been made for a memorial bench in the village. As another request had been reported by a resident in the public section, the Clerk agreed to get further information before proceeding. A discussion was held over whether requests needed to come to the Parish Council if residents were able to make the request of land owners directly. It was agreed to maintain current arrangements so as to monitor requests across the whole village.

The Highways Committee agreed to follow up on any further action required in relation to vandalism at Sharlston Dam and report back to the full Parish Council.

**278. <u>Events/Attendance at Meetings</u>**

Several invitations to Christmas events being held by Normanton and Featherstone Town Councils were shared. The Clerk agreed to put the details on WhatsApp for responses.

Cllr Nicholson had attended Old Sharlston Cricket Club's annual awards dinner and had really enjoyed it. It was agreed to share thanks via Facebook for the invitation.

The Chair and Clark had met with the new management team at Sharlston Rovers and the Clerk reported back that this had been a positive meeting. As well as agreeing to host the Christmas meal, the meeting had covered a number of potential opportunities to work together going forward. The Club had also agreed to display the pit banner once created.

Cllr Young had attended the last PACT meeting and gave brief feedback. She had requested that the Neighbourhood Police Team attend a future Parish Council meeting. The next PACT meeting would be on 15th November.

The Clerk advised that she had heard positive feedback from the recent fireworks event at Sharlston Rugby Club.

Thanks were noted for all volunteers who had supported the recent annual bulb plant. It was noted that this was the culmination of a five-year project for the Parish Council to make Sharlston 'bloom'.

The arrangements for Remembrance Sunday had been covered earlier in the agenda.

The Clerk highlighted that the date for the King's Coronation had been announced as 6th May 2023 and suggested that the Events Committee meet early in the new year to look at planning an event to commemorate this.

**279. Planning Applications**

Two planning applications were considered but no comments made.

The Parish Council had been approached with regards to supporting a new application for a development that it had previously objected to. It was proposed and seconded that the same comments be reiterated to Planning Enforcement.

**280. Planning Decisions**

One planning decision was noted without comment.

**281. Correspondence**

In addition to that listed, Councillors noted a training, information request and vacancies bulletin from YLCA and the Wakefield North East Newsletter November 2022.

**282. Summary of Projects for Publication**

It was suggested that key updates be shared via Facebook including the Christmas Afternoon Tea.

**283. Future Agenda Items**

The Clerk reminded everyone to forward any items seven days in advance of agenda preparation which for the October meeting was 27th November. It was proposed that 'Stab Vest' and King's 'Coronation' be added to the next agenda.

*All remaining visitors were asked to leave the meeting.*

**284. Financial Matters**

The following accounts were then approved for payment.

| Supplier | Details | Amount/Type |
|---|---|---|
| YLCA | Flying Start Part 2 J Nicholson | 33.40 bank transfer |
| YLCA | Roles & Responsibilities L Wisdom | 25.00 bank transfer |
| Grimston Concrete | Removal of asbestos sheet from allotments | 390.00 bank transfer |
| Royal British Legion | Donation / Wreath | 50.00 cheque |

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

| Supplier | Details | Amount/Type |
|---|---|---|
| Spring Green Nurseries | Planter plants | 227.00 card |
| You Garden | Spring Bulbs | 204.79 card |
| Old Sharlston Cricket Club | Grant | 25.00 bank transfer |
| Emma King | Pay award 2022 back pay | |

| | | |
|---|---|---|
| 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 31st October 2022. There were no comments on this.

The meeting then returned to the first point from agenda item 9. Wakefield Council had made an offer to the Parish Council to express an interest in purchasing land where the old library had been situated off Clifton Road, before this went on the open market. The Parish Council had previously shown an interest in leasing or purchasing the land. The potential uses of the land were discussed as well as the process to follow should the Parish Council be successful in proceeding with this. The Clerk advised that a loan application would have to be made but also that to support this, there would more than likely have to be a small increase in the precept demand on the Parish and the Parish Council would haver to carefully consider any existing or planned commitments. Regardless of what the land was used for, the Parish Council felt strongly that this was a good offer and by expressing an interest in it, they could ensure the land wasn't sold for inappropriate development going forward. It was proposed and seconded that the Parish Council make an expression of interest in purchasing the land.

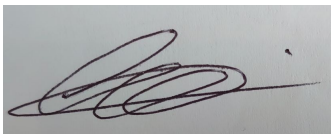
Finally, Mrs Carol Thorpe was welcomed to her new role as a Parish Councillor.

**285. <u>Date & Time of Next Meeting</u>**

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

There being no other business the meeting closed at 8.51 p.m.

Signed



Lei Wisdom, Chair

5th December 2022