Meeting of Sharlston Parish Council held on Monday 5th December 2022 at

Sharlston Community Centre at 6.30 pm

Present: Cllr T Arnold
Cllr P Belbin
Cllr P Boyes
Cllr J Nicholson
Cllr A Palmer
Cllr L Wisdom
Cllr L Young
District Cllrs Tennant-King & Vickers

286. Apologies for Absence

Apologies were received and accepted from Cllr Thorpe & District Cllr Isherwood.

The Chair proposed that meetings start at the later time of 6.45 pm and this was seconded as a trial.

287. Declarations of Personal Interest

Cllr Nicholson advised that she was now the secretary of the Community Centre Management Committee and as such would be stepping down as Parish Council Representative on the Committee. It was proposed and seconded that Cllr Belbin take this position.

288. Minutes of the Previous Meeting

The minutes of the meeting held 7th November 2022 were accepted as a true record and signed by the Chair.

289. Progress Report

The Clerk advised that Cllr Thorpe had been officially co-opted and that she had forwarded the induction pack and essential forms to her for completion. Promotion of the remaining vacancies would continue and councillors were reminded to continue this too.

Cllrs Wisdom & Young had met with the Youth Council at Sharlston Community School again. It had been agreed that the school would source the equipment required using the Parish Council's donation and forward an invoice to the Clerk. It was hoped that the Parish Council could attend a future assembly to present this.

Councillors were reminded to share any information they received with regards to changes to local bus services.

The Clerk reminded the meeting that she was still awaiting the contact numbers for three planter volunteers. Cllrs Belbin & Nicholson agreed to forward these so that the Clerk could set up the WhatsApp group and forward the privacy notices to volunteers. Cllr Nicholson agreed to order the

remaining plants, Cllr Young agreed to collect these and Cllr Nicholson & Cllr Belbin agreed to plant these and update the Clerk once complete.

The Clerk advised that the website would be updated over Christmas and that she would procure time from OnScreen if and when required.

It was also noted that the training & conference materials will be uploaded to the Councillor Hub over Christmas.

Following advertisement on Facebook, there had only been one volunteer come forward to support a heating hub in the village and no requests to use this. It was suggested that the Clerk contact the Sharlston Rovers Club about providing this and put them in touch with the volunteer.

The Clerk advised that that all actions by the Environmental Health Team were now complete and that advice had been issued to the Sharlston Rovers Club. There was still action to be completed at the derelict house and the new owner of the club had requested contact details for the owner. The Clerk agreed to forward these on.

There had been no update from the allotment tenant on a new entrance and a request to keep ducks. The Clerk agreed to contact them again.

The Clerk had emailed the Chief Executive, senior officers and the relevant cabinet member at Wakefield Council about potential options for the management of the allotments and a response was awaited.

Communication with the Land Registry was still ongoing but taking time.

The Clerk had started purchase of the mobile speed camera and would update once this was received.

The Gifts & Hospitality Policy & Members Allowances guidance were now on the website.

All current details for the Neighbourhood Improvement Fund bid for a new defibrillator had been sent to the New Sharlston Voluntary Group and would be followed up by them now. In addition, the existing defibrillator had been updated and was back in use.

All small Christmas trees were now in place and only the Sharlston Rovers Club did not have outside sockets. The electrician had donated his fee to a local food bank and this had been mostly covered by a donation from the Community Centre Management Committee – thanks were noted for this. All Christmas lights were now on and thanks were noted for the volunteers / had been shared on Facebook.

All actions with regards to an enquiry about a local foodbank had been followed up.

It had been noted that the two requests to the last meeting for memorial benches had been separate but the Clerk had been unable to get in contact with the second applicant.

Issues with the foot bridge at Sharlston Dam had been followed up by Wakefield Council.

The objection to a planning application at the last meeting had been submitted on behalf of the Parish Council.

The Clerk had expressed an interest, on behalf of the Parish Council about potential land in the village but had not yet received a response. Cllr Vickers agreed to follow this up.

290. <u>Ongoing Projects</u>

<u>Church / Community Centre</u>

There had been no further communication from Father Teasdel or the Diocesan solicitors since the last meeting.

Rugby Club

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

Taylor Wimpey transfer of land to Parish Council

The Parish Council's solicitors had confirmed that they were still awaiting the signed paperwork from the other party before completion of the transfer could take place.

291. Reports from Committees

The Highways Committee had met for a village walk on 12th November and a report of their findings had been circulated. The Clerk was asked to make a formal request to Wakefield Council, for a 'warning – horses' sign to be installed at the new livery.

The Finance & Personnel Committee had met on 1st December and a verbal report was given on the items discussed which included quotes for fencing and clearing of a plot at the allotments, monthly reconciliation of budget, proposed budget/precept request, review of insurance arrangements and quarterly report on gifts and hospitality. Apart from the insurance arrangements which would be considered at the next meeting, all other items were on this agenda for discussion.

It was proposed and seconded that allotment inspections be reduced to twice a year.

292. Training Update

The S137 training that the Chair had been due to attend had been cancelled.

The Clerk was asked to book Cllr Thorpe onto the Flying Start training in January.

293. Items Requested by Councillors

With regards to the joint village walk with District Councillors, it was suggested that this take place in the run up to the local elections. The Clerk agreed to arrange this outside of the meeting.

Cllr Arnold had finalised the details for the 10k Health Walk. Cllr Palmer agreed to look at this with regards to adding specific points and forward this to the Clerk. Once received, both walks would be updated and forwarded to Cllr Belbin to place on the website as well as being placed on the village notice boards.

It was proposed and agreed to donate £500 to the Fuel Poverty Campaign being organised by the Community Foundation.

It was proposed and agreed to add the suggested livestock guidance to the Allotments Policy and approve this for a further twelve months. The Clerk agreed to forward an updated copy to the tenants.

Only two quotes had been received for replacement fencing at the allotments and once of these was no longer suitable. The Clerk agreed to undertake a specification exercise with Cllr Boyes and begin sourcing quotes again to bring to the next meeting for decision.

Only two quotes had been received for the clearing of one of the allotment plots. The Clerk agreed to source a third and bring these back to the next meeting for decision.

It was proposed and seconded that a stab/bleed pack be purchased and placed in the defibrillator cabinet at the Pharmacy.

294. Events/Attendance at Meetings

The Clerk shared invitations from Normanton Town Council and Sharlston Community Centre for forthcoming events and invited all to attend if they were interested.

The Remembrance Service at St Luke's Church had gone well but the Church's blue tooth speaker had not worked. The Community Centre had agreed to purchase one for next year.

Cllr Young gave feedback from the PACT meeting held on 15th November and noted that there would be no meeting now until the new year. The Clerk agreed to follow up on dates.

The Christmas meal for elderly and vulnerable residents had taken place on 24th November and thanks were noted to the Sharlston Rovers Club for hosting, Polly's Mixtures for providing afternoon teas, Hannah Goodall for providing entertainment and all the volunteers who had helped make the event a success. Overall feedback had been very positive and the Clerk had received cards, calls and emails to thank the Parish Council for the event. In terms of improving the event for future years, it was suggested that planning start earlier in the year and that the meal be held earlier in the day.

It was agreed to look at a plan for 2023 events at the next Parish Plan meeting and to form the Events Committee there to take these forward.

295. Planning Applications

Three planning applications were considered and one had been noted earlier in the meeting following objection comments forwarded by the Parish Council.

296. Planning Decisions

Four planning decisions were noted without comment.

297. Correspondence

In addition to that listed, Councillors noted a request from the YLCA for photos to use in training/publicity materials. It was proposed and agreed that the Clerk send a selection for consideration. Other items received were:

- YLCA – Training, information requests and vacancies
- YLCA – NALC CEX Bulletin
- The Big Give – Christmas Challenge 2022
- Helping Hands – useful link to add to web page

298. Summary of Projects for Publication

It was suggested that key updates be shared via Facebook.

299. Future Agenda Items

The Clerk reminded everyone to forward any items seven days in advance of agenda preparation which for the January meeting was 30th December.

300. Financial Matters

The following accounts were then approved for payment.

Supplier	Details	Amount/Type
Viking	Batteries & tie wraps for Xmas lights	156.16 card
Amazon	Bottle bags for raffle prizes	10.99 card
Polly's Mixtures	Afternoon Tea for Xmas Meal for Elderly	657.00 bank transfer
Sharlston Sports & Social Club	Payment for singer at afternoon tea	100.00 bank transfer
Hodgson Electricals	Sockets for small trees	514.80 bank transfer
Dan Verity	Installation of small trees	220.00 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 November 2022. There were no comments on this.

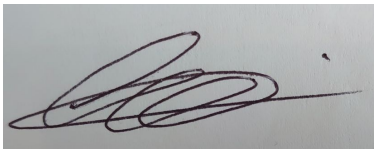
The Clerk then detailed her proposed budget for 2023/2024. She took Councillors through each budget heading and explained that the budget was being recommended by the Finance Committee. It was proposed and seconded that the budget and precept request be approved. The Clerk was asked to write and publish a statement about the budget for residents.

301. Date & Time of Next Meeting

A calendar of meeting dates for 2023 was discussed and agreed. The next meeting was agreed as Monday, 9th January at 6.45 pm.

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

Signed



Lei Wisdom, Chair

9th January 2023