Meeting of Sharlston Parish Council held on Monday 9th January 2023 at

Sharlston Community Centre at 6.45 pm

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

302. Apologies for Absence

Apologies were received and accepted from Cllr Wisdom. It was proposed and agreed that Cllr Palmer, as Vice Chair, lead the meeting.

The Clerk advised that since the agenda had been published, she had received the resignation of Cllr Thorpe. The Clerk agreed to notify the Local Authority. It was noted that it was an election year and further information was awaited on that. It was also noted that the recent Community Governance Review had included an opportunity to review the constitution of the Parish Council.

It was proposed and agreed that 'Vacancies & Recruitment' be included as an agenda item at the next meeting.

303. Declarations of Personal Interest

Cllr Nicholson declared her role as secretary of the Community Centre Management Committee and was asked to complete a declaration form to keep on file.

304. Minutes of the Previous Meeting

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

305. Progress Report

The Clerk had reminded the school about the donation for play equipment and a meeting to present this. She agreed to follow up on this again before the next meeting.

The Clerk had followed up on contact details for the planter volunteers and now had all but one contact number. It was suggested that the WhatsApp group be set up when the next update was planned. Cllr Nicholson had provided a comprehensive update on winter planting via the Councillor Hub.

The website audit was ongoing. Cllr Belbin advised on the updates he had made over Christmas.

The updating of training & conference materials was ongoing and would be shared in due course.

The Clerk had sent a message to the Rovers Club about a potential Warm Hub but had not received a response. She had put the volunteer in touch with the Club to progress.

Cllr Wisdom was not present to update the meeting about the funding application for the new defibrillator.

All Christmas lights from businesses, the Red Wheels and the rooted Christmas tree had been taken down and thanks were noted to all that had assisted with this. Planning for Christmas 2023 would begin in July.

The Clerk had been advised that the footbridge at Sharlston Dam would be repaired and maintained by Wakefield Council.

The Clerk agreed to liaise via WhatsApp to agree a date for the Village walk between Parish & District Councillors. It was also proposed that an achievement statement be created to distribute to local residents.

The 5000 step Health Walk was now complete and would be uploaded to the website shortly. The Clerk would then add details of this to the Parish notice boards. Cllr Arnold agreed to forward details of points where information could be included for the 10,000 step Health Walk.

The Clerk had made the donation to the Fuel Poverty Campaign before Christmas.

The Clerk had sought advice with regards to the purchase of a Bleed Pack for the village but it had been noted that this would not be suitable for the local community. It was agreed not to pursue this.

Finally, there had still been no response from Wakefield Council regarding a recent expression of interest in land. The Clerk agreed to telephone about this.

306. Ongoing Projects

Church / Community Centre

There had been no further communication from Father Teasdel or the Diocesan solicitors since the last meeting, despite the Clerk following up with another email. Cllr Nicholson agreed to mention this to Father Teasdel when she met with him on another matter.

Cllr Boyes updated the meeting on recent maintenance work completed at the Centre.

Rugby Club

The building was now weatherproof with the mechanical and electrical installations being undertaken this month. The finishings (flooring, wall coverings and decorating) as well as the new path outside would then be completed and the facility was expected to be ready for use prior to the start of the new junior season in March. It was proposed and agreed that an inspection be arranged at the March meeting.

Taylor Wimpey transfer of land to Parish Council

The Clerk had requested a further update from the Parish Council's solicitors. They had advised that Taylor Wimpey have a long approval and signing process and that, although the wording of the transfer had been agreed by one branch of Taylor Wimpey, it had now been passed to another Department who had requested further changes. The Clerk detailed these and these were proposed and agreed. The Clerk advised that she would go back to the solicitors to confirm this, as hand written amendments would be acceptable in order to speed up the process.

307. Reports from Committees

The Clerk gave the following update with regards to the Allotments Committee:

- The tenant who had requested permission to install a new entrance and keep ducks had advised that this had been delayed due to illness but would be providing an update shortly.
- Wakefield Council's Street Scene had responded to advise that whilst financial support was not available, support with process and procedure could be offered.
- The Clerk had received copies of Land Registry documentation with regards to the boundary of the allotments and would share these via email with the Council.
- The Clerk had written to all tenants to advise them of the proposed increase to rents and included a copy of the updated Allotments Policy/rental agreement. There had been no feedback on this.
- The Clerk had made her annual check on the waiting list. There were now 11 residents on the list.
- The Clerk confirmed that there was no reason why inspections could not reduce to twice a year. The Allotments Committee would need to agree when the first inspection of 2023 would take place.

The Clerk then presented three quotes for the clearing of one of the allotment plots. It was proposed and agreed to proceed with the best value quote. The Clerk agreed to arrange this work and advise the tenant.

The Clerk then presented the two quotes received so far for the replacement fencing at the allotments. She advised that there were queries with both quotes which she was trying to resolve and that unfortunately she had been let down by the third contractor. It was agreed that there was no immediate rush for this work and that, as a big outlay for the Parish Council, it was important to get this right. A further update would be brought to the next meeting.

The Clerk gave the following update with regards to the Highways Committee:

- The mobile speed indicator device had been purchased but delivery had been delayed due to some final checks. This was expected shortly. A query was raised about hi-vis jackets for use when doing the checks and it was agreed to source this as a potential marketing opportunity. Training would be arranged once the device was received.
- The Clerk had requested the 'slow down – horses' sign from Wakefield Council and the request was ongoing.

It was agreed that the Chair for each committee would be elected at the first meetings of each committee.

The first meeting of the Allotments Committee was proposed and agreed as Tuesday, 17th January at 5.30pm at Sharlston Community Centre.

The first meeting of the Parish Plan Committee was agreed as Tuesday, 31st January at 6.00 pm at Sharlston Community Centre.

308. <u>Training Update</u>

The Clerk had successfully cancelled the Flying Start training that she had booked for Cllr Thorpe before her resignation. She reminded all councillors to browse and book the training opportunities available.

309. <u>Items Requested by Councillors</u>

It was proposed and seconded that a discussion about protection and maintenance of the Parish Council's trees take place at the next Parish Plan Committee meeting and use the Green Spaces and Trees Policy as guidance.

It was advised that a request for support had been made verbally by a resident with regards to a tree causing a nuisance at their property. It was advised that if the resident wanted to email the details to the Clerk, she could review whether the Parish Council was able to support in any way.

310. Events/Attendance at Meetings

Cllr Boyes gave a comprehensive report back on the PACT meeting he had attended on 28th December. He advised that the next meeting would take place on 7th February and an annual calendar of dates should be circulated then.

The Clerk advised that the next YLCA Branch meeting was planned for 28th February via Zoom. Any agenda items for discussion could be submitted by 14th February. The Clerk reminded Councillors that these meetings were a great opportunity for councils to raise any issues they have to obtain information and guidance from other councillors and clerks and YLCA officers. It was also an opportunity for councils to promote good work that they have been doing, projects they are undertaking or to tell others about external grant opportunities they have found and accessed.

311. Planning Applications

There were no applications for consideration.

312. Planning Decisions

One planning decision was noted without comment.

313. Correspondence

In addition to that listed, Councillors noted that a further White Rose bulletin from YLCA had been circulated since the agenda was published.

314. Summary of Projects for Publication

It was suggested that key updates continue to be shared via Facebook.

315. Future Agenda Items

The Clerk reminded everyone to forward any items seven days in advance of agenda preparation which for the January meeting was 29th January.

316. Financial Matters

The following accounts were then approved for payment.

Supplier	Details	Amount/Type
SLCC	Annual Subscription	139.00 card
Community Foundation Wakefield	Fuel Poverty Donation	500.00 card
Spring Green Nurseries	Winter plants for planters	61.00 card
Stocksigns	Mobile Speed Indicator Device	5688.00 bank transfer
Onscreen	Renewal of PC Domain	490.00 bank transfer
Viking	Printer ink	60.74 Card

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 31st December 2022. There were no comments on this.

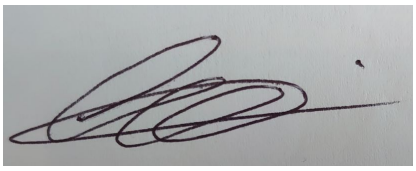
The Clerk then presented three quotes for the renewal of the Parish Council's insurance arrangements. It was proposed and seconded to proceed with the most value for money quote and the Clerk agreed to arrange this.

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

The next meeting was agreed as Monday, 6th February at 6.45 pm.

There being no other business the meeting closed at 8.15 p.m.

Signed



Lei Wisdom, Chair

6th February 2023