Meeting of Sharlston Parish Council held on Monday 6th March 2023 at Sharlston Community Centre at 6.45 pm

Present: Cllr T Arnold
Cllr P Belbin
Cllr P Boyes
Cllr A Palmer
Cllr L Wisdom
Cllr L Young

334. Apologies for Absence

Apologies were received from Councillor Nicholson and District Councillors Isherwood, Tennant-King & Vickers.

335. Parish Council Vacancies

An application had been received from Sam Moffatt. Sam hadn't been able to attend the meeting but his application had been circulated. The Clerk confirmed that he met all of the necessary criteria. It was proposed and seconded that Sam be co-opted to one of the current vacancies on the Parish Council.

336. Declarations of Personal Interest

There were no declarations of personal interest.

337. Minutes of the Previous Meeting

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

338. Progress Report

The Clerk advised that she had circulated all the information regarding the forthcoming Parish Council elections. Two councillors had already experienced an election and advised of the process. The purdah dates were confirmed and it was suggested that nomination forms be completed at an additional meeting before the beginning of April.

Cllrs Boyes and Young would be visiting the Community School on Monday 13th March to view and present the new play equipment. The Clerk advised that she would arrange for the Councillors to have some time to take some photographs so that these could be shared on Facebook. It was also agreed that they would share details of the Parish Council's Coronation plans with the school.

It was noted that Cllr Nicholson had shared updates with regards to the Parish Council planters since the last meeting. The Clerk had advised Cllr Nicholson of the volunteers that were still to join the WhatsApp communication group. Cllr Belbin agreed to plant the planter at Snydale.

The Parish Council's training materials were all now filed. The Clerk would discuss with the Chair how to make these accessible by all councillors.

The Chair agreed to get an update on the funding for the new defibrillator before the next meeting. It was agreed that she would speak to District Cllr Isherwood about the support he had offered towards this.

The Clerk shared the quote for the place marker signs for the Health Walks. These were discussed and it was suggested that the QR code and Parish Council logo would be better inside the arrow. The Clerk agreed to contact the supplier to arrange this and check on fittings and it was proposed and seconded that 20 markers be purchased if this was possible. Cllr Arnold agreed to forward a list of potential positions for these so that the Clerk could check on permissions to place them. Once these were in place, the walks would be published on the Parish Council's website, Facebook and the two notice boards.

The Heads of Term document for the land on Weeland Road had been received. The Clerk suggested that a separate meeting be organised to discuss this.

The Clerk confirmed that she had followed up and supported two residents with regards to an issue with a tree. She had fed back on the outcome and advised that they could contact the Parish Council if further support was needed.

On the subject of the annual Open Day, a member of the public had forwarded some suggestions for the event which were considered. Cllr Boyes agreed to feedback on these. The Clerk had contacted a resident to ask for support with creating a display/presentation to commemorate the 30th anniversary of the closure of Sharlston Colliery. This would be progressed. Councillors were reminded to respond about the support they could offer on the day. The Chair had created a poster which was approved. The Clerk would share this on Facebook and the notice boards. The Clerk had contacted a number of external agencies to invite them to support the day and was collecting responses to share at the next meeting. The Chair continued to contact local groups to update information to be displayed on the day. The Clerk suggested that a review of seating in the village be used as the 'hot topic' for the 2023 Open Day following the discussion at the Parish Plan meeting.

The Clerk agreed to chase the Neighbourhood Police Team to confirm PACT dates for 2023 although it was noted these were held every 6 weeks.

Finally, the Clerk reminded councillors that the annual meeting would be held in May. She had contacted the Secretary of the Community Centre Management Committee to request an annual report and asked the Chair of the Committee to follow this up.

339. Ongoing Projects

Church / Community Centre

The Clerk had telephoned the Diocesan solicitors twice and left messages but had received no response. It was agreed that she would continue to do this.

Rugby Club

The Clerk agreed to arrange an inspection of the new changing rooms as well as an opportunity to discuss outstanding issues, with Cllrs Boyes & Palmer. A request for support in confirming the address of the Club for the purposes of installing a letter box, was shared. The Clerk then suggested that additional key holders for the CCTV equipment be organised, both for the Parish Council and the Rugby Club, as there had been an increase in requests to view footage following a number of recent reports of crime in

the village. It was proposed and agreed that the Clerk contact the Club to agree a representative and that either Cllr Boyes or Palmer would be additional key holders for the Council.

Taylor Wimpey transfer of land to Parish Council

The confirmation of transfer of the three pockets of land had now been received. The Clerk advised that the invoice for work completed by the Parish Council's solicitors was included on the payment schedule. She also suggested that a separate meeting be convened to discuss the detail of the use and maintenance of the land.

340. Reports from Committees

The Clerk reported back on the meeting of the Parish Plan Committee held on 27th February. As per a request at the meeting she had re-circulated the plan as well as information about the Local Council Award Scheme.
The audit of seating in the village was summarised and it was agreed that the Highways Committee would arrange to speak to the Cooling family about relevant permissions before taking further action. The Clerk agreed to update the list of seating in the village for the asset list.
With regards to the marking of the 30th anniversary of Sharlston Pit closure, it was hoped that the display/presentation being organised for the Open Day, could be recorded and re-used for an event in July 2023. The Clerk had spoken to the Rovers Club who had offered to host an event on 8th July. It was suggested that a meeting be arranged to look at this further but that Father Teasdel could be invited to hold a short commemoration service there. The Clerk agreed to request further support with collecting information/memorabilia on Facebook. It was proposed and seconded that ribbons and wreaths be arranged for the two red wheels nearer to the anniversary with the potential for an ex-miner to attend/hold a short presentation. The Chair agreed to feedback on the replacement pit banner.
On the subject of plans to mark the Coronation of HRH King Charles III, it was proposed and seconded that the Clerk book the interactive village trail for local families to partake in. She agreed to forward details to the local school and advertise on Facebook, the website and the notice boards nearer to the time. It was noted that 10 local spots needed to be identified for the trail and the Clerk asked for support in this. It was also proposed and seconded that 500 commemorative bookmarks be purchased for local children and residents. The Rovers Club had shown interest in marking the date and were happy to discuss this further.
The Cricket Club had been contacted but did not have plans for events for either date. The Villa had not responded and the Clerk asked if any councillor was able to follow up with them.
Finally, it was agreed that the Green Spaces and Tree policy be referred for review by the Environment Committee, after the Annual meeting.
The Clerk reported back on the meeting of the Allotment Committee held on 1st March. The Committee had proposed that they accept the termination of tenancy from a current plot holder and that this plot be passed over in line with the current Allotment Policy. This was seconded and agreed and the Clerk agreed to contact both parties and organise the necessary paperwork. It was agreed to refund the outgoing tenant and invoice the incoming tenant.
It was then proposed that an inspection take place of the plot before vacation and any actions be reported to the full Parish Council.
It was further proposed and seconded that a second vacant plot be re-measured with a view to splitting it to reduce the waiting list. It was suggested that a proposal on this be brought to the next meeting. It was also suggested that removal of additional waste would need to be arranged.
The new fence would be installed towards the end of March and it was proposed and seconded that members of the Allotments Committee meet the contractor on site to confirm arrangements. The Clerk confirmed that she had received two queries from local residents with regards to the position of the fence and she confirmed that the fence would be fitted in line with the legal boundary, notified to the Parish Council when they purchased the land.

The Clerk had received a concern from a local resident about the delay in cutting the allotment hedge. She had contacted the Grounds Maintenance Team three times to chase this and was assured that it would be cut shortly.
It was proposed and seconded that the next meeting of the Finance & Personnel Committee be held on Monday 13th March at 5.30 pm.
It was proposed and seconded that the next Highways Walk be held on Monday 20th March at 4.00 pm and that the next meeting of the Highways Committee be held on Monday 27th March.

341. Training Update

No training had been completed since the last meeting. The Clerk drew attention to the Road Safety and Speeding Concerns Webinar on 9th March but unfortunately nobody was available to attend. The Clerk agreed to ask when this would next be run.

342. Items Requested by Councillors

The Clerk had circulated a draft achievement statement before the meeting. It was proposed and seconded that this be approved. The Clerk then shared a quote to have this printed and it was agreed that 150 should be printed to be circulated during a village walk with District Councillors ahead of the forthcoming elections. The Clerk reminded councillors that she still needed new images to use in the annual report.

343. Events/Attendance at Meetings

Cllr Arnold fed back on the meeting of the YLCA Branch meeting held on 28th February. She noted that plans for Wakefield to merge with South Pennine had been discussed. Councils had shared their plans for marking the Coronation and our plans had been commended for being innovative. It had also been suggested that councils explore capital grant funding.

The Clerk shared the agenda for the recent Town & Parish Council Liaison Group meeting which Sharlston had been unable to attend. She advised that the main items for discussion had been the Elections and Highways. It was noted that the dates for forthcoming meetings had been shared and would be passed to the new Chair in May.

344. Planning Applications

There were no applications for consideration.

345. Planning Decisions

Two planning decisions were noted without comment.

346. Correspondence

In addition to that listed, Councillors noted that the following items had been received since the papers had been circulated:

CPRE – Latest news

Helping Hands - Adding a link to website

YLCA – Civility & Respect update

YLCA – training update

Wakefield Council – things we think you'd like to know

YLCA – White Rose Bulletin/NALC Chief Executives Bulletin

MOP - unsafe parking on Northfield

MOP – pony field

347. Summary of Projects for Publication

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

348. Future Agenda Items

The Clerk reminded everyone to forward any items seven days in advance of agenda preparation which for the April meeting was 26th March.

349. Financial Matters

The following accounts were then approved for payment.

Payments Requiring Authorisation

Supplier	Details	Amount/Type £
Post Office	Post bank mandate request	2.35 card
Catterall's	Payment for work on transfer of Taylor Wimpey land to Parish Council	842.00 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

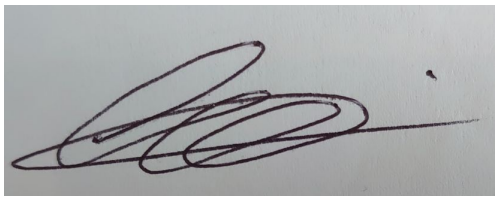
The Clerk had previously circulated a bank reconciliation to 28th February 2023. There were no comments on this.

350. Date & Time of Next Meeting

The next meeting was agreed as Monday, 3rd April at 6.45 pm.

There being no other business the meeting closed at 8.35 p.m.

Signed



Lei Wisdom, Chair

3rd April 2023