Meeting of Sharlston Parish Council held on Monday 3rd April 2023 at

Sharlston Community Centre at 6.45 pm

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

351. Apologies for Absence

No apologies were received as all Councillors were present.

It was noted that in 2022, it was decided to shorten the public session provided by the Parish Council to 15 minutes as the number of residents attending this was low. In recent months the Parish Council had been pleased to see engagement from residents increase so, in order to allow them adequate time to raise issues or concerns, it was proposed and seconded to reinstate the 6.30 pm start time for the public session. It was noted that this would remain under review and also that a timed agenda for the main meeting must be adhered to, ensuring a prompt finish at 9.00 pm.

The District Councillors advised that they attended the public session as their 'surgery' for Sharlston residents and that anyone wishing to discuss district level matters with them, could do this outside the public session if required.

352. Declarations of Personal Interest

Cllr Nicholson declared her role as Community Centre Secretary.

353. Minutes of the Previous Meeting

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

354. Progress Report

The Clerk had contacted the Angling Club about parking facilities and it had been agreed that the Parish Council would liaise with them when organised walks were taking place.
Cllrs Palmer and Nicholson had been to check on the area highlighted by a member of the public at the last meeting with regards to dog-fouling, but there had not been as many bags left as first thought. The land would be maintained by the Parish Council going forward.
The hedge had been cut at the allotments.

The new fence had been installed at Fernside Allotments and the Clerk had responded to a local resident's concerns via email.
The Clerk had received a response to a resident's request for Wakefield Council to adopt Fernside (Brickyard Lane) as follows; "At the present time there is no budget available for adopting private streets and all available funding and resources are directed at maintaining the adopted highway which is our statutory duty".
The pot holes reported via email to last month's meeting had been notified to Wakefield Council on the resident's behalf and subsequently repaired.
Cllr Moffatt had been appointed and had returned all paperwork required. The Clerk would now update the contact lists on the notice boards.
Parish Council nomination forms had been completed and checked and would be hand-delivered by the Clerk to Electoral Services the following day.
Cllrs Boyes & Young had completed the school visit and viewed the new play equipment purchased with a Parish Council grant. They had also shared the Parish Council's plans to celebrate the Coronation of HRH King Charles III. Once a photograph was received from the school, the visit would be shared on Facebook.
Cllr Nicholson updated on plans to repair/update the community planters following a small amount of vandalism.
The Clerk planned to add all councillor training materials to the Councillor Hub over the summer.
The Chair advised that the New Sharlston Voluntary Group was staying in place for a while longer and would complete the application for Neighbourhood Improvement Funding to purchase a new defibrillator for New Sharlston. Cllr Isherwood once again stated his support for this grant.
The marker signs for the two health walks had been ordered. The Clerk agreed to advise when these had arrived and would publicise the walks once they were in place.
The Clerk shared an update on the forthcoming Open Day. She had contacted almost 20 agencies; three were attending – Sharlston Gardening & Ecological Group, Sharlston Food Bank and West Yorkshire Fire & Rescue Service; three were sending information: Wakefield Library Services, Sharlston Community School and Old Sharlston Cricket Club. There would be a mining display to commemorate the 30th anniversary of Sharlston Pit closing and two members of the public had kindly offered to support with this. The Clerk reminded the meeting that support was still required on the day and asked all councillors to respond. It was noted that the Chair was currently pulling together information from local groups to display on the day. Finally, it was noted that the 'hot topic' for the event would be seating in the village and in addition a demonstration of the new mobile speed indicator device would be arranged. The Clerk agreed to advertise the event again.
The meeting was reminded that the next meeting was the Annual Meeting and the Clerk had requested a report from the Community Centre Management Committee.
The Clerk had contacted Old Sharlston Cricket Club, the Villa and Sharlston Sports Club about their plans to support the Coronation and/or the 30th anniversary of the pit closure. The Sports Club planned to hold family days for both events, the Cricket Club had no plans for either and the Villa had yet to respond.
The Clerk updated with regards to the allotments. One tenancy had been passed over following termination by a tenant. An inspection of the plot had been made and both parties had signed to say they were happy with this. The padlock at the plot had been changed and new keys issued. All tenants had now returned their agreements and paid their annual rent. The Clerk advised that she had received some information about membership of the National Allotments Society that she would share with the Allotments Committee.
It was noted that the YLCA road safety webinar would be repeated.

The Parish Council's achievement statement had been approved and would be ordered at the same time as the annual reports to complement these.
The Clerk had shared the Town & Parish Council Liaison Group minutes.

355. Ongoing Projects

Church / Community Centre

The Clerk had received a call from the Diocesan solicitors that morning who had apologised for the length of time it had taken to respond. It seemed that the delay had been due to an understanding that the Parish Council were unwilling to look at anything other than a peppercorn rent, as in the original lease. The Clerk had advised that no potential rental amount had been suggested by St Luke's Church and therefore the Parish Council had been unable to consider this. The solicitors agreed to contact the Parish Council's solicitors to start the process of drawing up a proposed lease.

Rugby Club

It was suggested that an initial inspection take place of the grounds on Thursday, 6th April by Cllrs Boyes and Young. The Clerk agreed to advise the Club. The outstanding items for inspection were reiterated and it was agreed that inspection sheets be forwarded ahead of Thursday. The Clerk advised that additional keys for the purposes of accessing the CCTV equipment had been cut and would be given to Cllr Palmer and a representative of the Rugby Club. The Clerk also advised that she was preparing an information sharing agreement for any requests for CCTV footage.

The annual service of the CCTV equipment had taken place that day. The hard drive had been cleared as the system had been running slowly. The option to increase storage space in order to keep footage for longer had been discussed. The option of streaming footage to a mobile device was also discussed but wi-fi was required for this.

The address for the Rugby Club had been confirmed using a previous utility bill.

Taylor Wimpey transfer of land to Parish Council

Use of the three pockets of land gifted by Taylor Wimpey had been discussed at the Parish Plan Committee meeting held on 30th March. It was proposed and seconded that pocket 1, at the side of Sharlston Sports Club be leased to the club on a peppercorn rent basis on the understanding that they maintain and secure this at their expense. The Clerk agreed to contact the Parish Council's solicitors to have an agreement for this prepared. It was proposed and seconded that pocket 2 be used as a sports facility for the village and that Cllr Palmer bring a costed and detailed proposal to the next meeting for consideration. In the meantime, it was proposed and seconded that the current boundary fence which was damaged and prone to collapse, be removed. Finally, it was proposed and seconded that pocket 3 remain as a wild garden, with the required maintenance added to the Parish Council's Grounds Maintenance contract. Cllr Nicholson confirmed that the Sharlston Gardening & Ecology Group would be happy to plant some wildflowers at the edge to protect this area.

Potential purchase of Wakefield Council land

There had been a lengthy discussion about the potential to purchase land from Wakefield Council at the Parish Plan Committee meeting held on 30th March. The land, where the old library had once stood, was being offered to the Parish Council at a preferential rate before being offered for sale on the open market. This was due to the Parish Council having previously expressed an interest in leasing the land. The discussion had covered the Heads of Terms document for the sale which the Parish Council were happy with in principle. The Clerk had highlighted key points including the full cost of purchasing with all on-costs added, the consultation responsibility, the conditions of sale, and S33 responsibilities. Questions had been asked about the garages on site and the Clerk

confirmed that the leases on the remaining, occupied garages were not legally binding so could be terminated if appropriate. The right of access to the surgery was also noted. Potential uses of the land were then discussed. A question was raised about why the Parish Council would want to buy it. It was noted firstly that the price for sale was favourable and given that residents had complained about the state of the land in the past, this move would allow the Parish Council to maintain/develop it. In addition, the Parish Council had previously completed a consultation and planning exercise to provide a new community building on the land. This would provide storage, community use potential and a Parish office. It was confirmed that a permanent structure would be permitted on site. Finally, concerns were raised about the use of the land should it be sold on the open market. The Clerk responded to a query about the natural spring on the land, advising that this would be covered in the pre-surveys.

The funding process for acquiring the land was then discussed. The Clerk advised that the first step was to request permission from the Secretary of State with support from the YLCA. The request for funding would then take around two weeks to process. It was also noted that grants would be available to support with the development of a community building in due course, should this be agreed.

It was proposed and seconded that the Parish Council proceed with the purchase of the land. The vote was recorded and 6 voted in favour, two abstained.

It was proposed and seconded to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £65,000 over the borrowing term of 10 years for the purchase of the land. The annual loan repayments will come to around £xx.

It is not intended to increase the council tax precept for the purpose of the loan repayments.

This vote was also recorded with seven voting in favour and one abstaining.

356. Reports from Committees

The Clerk gave a verbal report back of the Finance & Personnel Committee meeting held on 13th March. The following items had been discussed; current budget position and plans for year-end; three-year forecast linked to Parish Plan priorities; VAT re-claim; Clerk's annual increment; allotment rent; gifts & hospitality; renewal of virus protection; new defibrillator costs and ILCA to CiLCA qualification for the Clerk. It was proposed and seconded that approval be given for the qualification to start.

Cllr Boyes advised that a Highways Walk had not taken place, instead the Committee had focused on training for using the new Speed Indicator Device. A short demonstration had taken place on Weeland Road on 27th March and plans were in place for the device to be used in different hot-spots around the village, as requested by residents, on a monthly basis. It was suggested that a rota for this be developed and that residents be asked if they would like to get involved and support the use of the device in order to collect data to be used in lobbying for action in particular areas. Cllr Boyes noted that the Neighbourhood Police Team were happy to support the use of the device and would attend when it was being used, subject to availability. It was also suggested that the school be approached to support this in surrounding streets. Cllr Boyes noted that the device was flexible in that different lower speed limits could be set for the residential areas / 20 MPH zones as well as on the main roads in and out of the village.

The Parish Plan Committee meeting had taken place on 30th March. A well as a discussion about the Taylor Wimpy gifted land and purchase of Wakefield Council land noted above, nomination papers for the forthcoming Town & Parish Council elections had been completed. Other items discussed at the meeting included an update on the commemoration of the 30th anniversary of Sharlston Pit closing; Sharlston Sports & Social Club would be organising a family day on 8th July. In addition, a short service would be held at the red wheels with an ex-miner proceeding over the event and a

wreath laying by the Parish Council. The Chair advised that the local Colliery Group were funding and arranging the replica pit banner which would hopefully be received before the event. The review of the Green Spaces Policy had been deferred until after the Annual Meeting.

It was proposed and seconded that the Parish Council apply for the Local Council Award.

357. Training Update

No training had been completed since the last meeting. The Clerk reminded councillors of the training programme available to them.

358. Items Requested by Councillors

The Allotments Committee gave an update on a recent inspection of the vacant plot. It was proposed and seconded that this be split into two and offered to the next two people on the waiting list. It was proposed and seconded that a slightly reduced rent of £45 be set for these two plots to reflect their smaller size. It was also proposed and seconded that the Clerk arrange removal of any remaining scrap from the site as well as any asbestos that had been disturbed. Cllr Nicholson confirmed that it was the tenant's responsibility to fence their plots internally as per the Allotments Policy but that she would be happy to advise on suitable ways to do this. A question was also asked about whether livestock would be permitted on these smaller plots and this was confirmed, so long as it adhered to the 60% cultivation rule.

It was proposed and seconded that the Members Code of Conduct be approved for a further year.

The Clerk advised that the YLCA had made a request for any resolutions to be submitted to its annual general meeting which would be suitable for joint action amongst Yorkshire Local Councils. She asked councillors to consider this and bring any ideas to the next meeting.

359. Events/Attendance at Meetings

Cllr Palmer and the Clerk had met with a representative from Sharlston Sports & Social Club on 30th March. A number of events had been discussed including family days at Easter, the Coronation and for the commemoration of the pit closure as well as a possible Remembrance Day Parade. The Club had offered to place mining heritage information on its big screen on the family day and also work with the Villa to avoid overlap in events. The Club had requested support in purchasing easter eggs for local children but the Parish Council was unable to help. They suggested that the District Councillors be approached as they had recently provided eggs for Featherstone children. The Club had also requested support in presenting a pantomime at Christmas and the Parish Council agreed this could be explored as part of the annual Christmas event for older and vulnerable residents in the village. In addition, the litter problem at the back of the club had been discussed and the Clerk had suggested that the Club approach Streetscene about a waste contract. Cllr Palmer had also suggested speaking to the Rugby Club about getting the junior players involved in a litter pick after matches. It was noted that the 'Sharlston Against Litter' group could support with pick-kits and hi-vis vests if needed. There had also been a discussion about the Taylor Wimpy gifted land and the derelict house at 132A Weeland Road. It was noted that Pest Control Services had been really helpful in managing the vermin issue at the Club following support from the Parish Council.

Featherstone Town Council had extended an invitation to the Parish Council to attend a photography exhibition but nobody was free to attend.

Cllr Boyes gave a report back on the PACT meeting held in March. Along with crime data, it was noted that residents were being reminded to keep property and cars locked, there had been a discussion about road safety and a notice about a new youth club running at Featherstone Rovers on Wednesday and Friday evenings.

The Clerk confirmed that the interactive trail for Coronation of HRH King Charles III had been booked and asked that the trail points be agreed. It was proposed and seconded that these be placed at;

- The Community School;
- The two Parish Council noticeboards;
- The Community Centre noticeboard;
- Sharlston Sports & Social Club;
- The Villa Club;
- Polly's Mixtures;
- The New Sharlston Play Area;
- The Queen's Plaque; and
- The White Horse.

The Clerk would seek appropriate permissions and arrange this before publicising the trail.

It was also confirmed that the celebration book marks had been ordered.

The Parish Council had previously agreed to publicise events held by the Sports & Social Club and the Villa.

360. Planning Applications

Two enforcement notices were noted.

361. Planning Decisions

There were no planning decisions.

362. Correspondence

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

- The Legacy Team – Free Wills Month
- WMDC – Things we think you'd like to know
- Keep Britain Tidy – Final Call
- YLCA – White Rose & CEX Bulletins
- Keep Britain Tidy – We did it!

363. Summary of Projects for Publication

It was suggested that key updates continue to be shared via Facebook. Items for this month included; meeting round-up; the Speed Indicator Device; school visit; and Open Day.

364. Future Agenda Items

The Clerk reminded everyone to forward any items seven days in advance of agenda preparation which for the May meeting was 7th May.

365. Financial Matters

The following accounts were then approved for payment.

Supplier	Details	Amount/Type	
Allotment Tenant	Refund of allotment rent	50.00 cheque	
B & Q	2 new padlocks for allotments	25.00 card	
Timpson/Featherstone Hardware	Additional CCTV & allotment keys	27.00 card/cash	
Insignia	Coronation bookmarks	384 card	
Clerk	Misc Expenses	208.18 bank transfer	
Viking	Office supplies	123.42 card	
Synthetic Surfaces	Allotment fence	2940 bank transfer	
YLCA	Annual subscription	759.00 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	15.59 card
O2	Clerk's Mobile Phone	24.12 DD

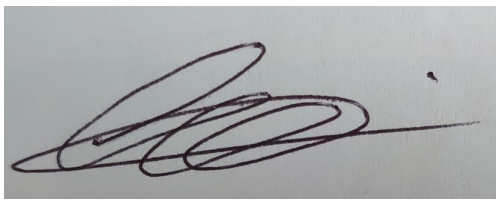
The Clerk had previously circulated a bank reconciliation to 31st March 2023. She advised that this was the year end position and noted that she would now complete all the paperwork for the internal audit.

366. Date & Time of Next Meeting

The next meeting was agreed as Monday, 15th May. As this was the Annual General Meeting, this would start at the earlier time of 6.00 pm.

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

Signed



Lei Wisdom

Chair

15th May 2023