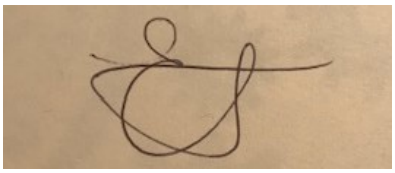
Meeting of Parish Council to be held on
Monday, 3rd July 2023 at 6.30 pm at Sharlston Community Centre

The Parish Council will permit members of the public to address the Council between 6.30 and 7.00 pm. The Parish Council reserves the right to prohibit admittance to the meeting.

The quorum of this meeting is the lesser of 1/3 of members entitled to vote or 3 members

AGENDA

1	7.00 – 7.05 pm	**Apologies for Absence**	• To receive apologies and approve reasons for absence
2	7.10 – 7.15 pm	**Declarations of Personal Interests**	• To receive any declarations of interest not already declared under the Council's code of conduct or members Register of Disclosable Pecuniary Interests • To receive, consider and decide upon any applications for dispensation
3	7.15 – 7.20 pm	**Minutes of the Previous Meeting**	• To confirm the minutes of the Annual Meeting held on Monday, 5th June as a true and correct record
4	7.20 – 7.30 pm	**Progress Report**	• To receive reports on items in the minutes of the previous meeting (Note: for information only)
5	7.30 – 7.40 pm	**Ongoing Projects**	• To note updates and agree next steps on the following projects; - Community Centre / Church Lease - Rugby Club - Taylor Wimpey transfer of land to Parish Council - Potential purchase of Wakefield Council land
6	7.40 – 7.55 pm	**Reports from Committees**	• To review and agree appointments to Committees & Outside Bodies • To receive a report from the Finance & Personnel Committee held on 26th June • To agree a date for the first meeting of the Heritage & Environment Committee • To agree a date for the next meeting of the Highways Committee/Walk • To agree a date for the annual inspection of Parish Council assets including follow up inspection of Rugby Club grounds
7	7.55 – 8.00 pm	**Training Update**	• To receive a report on training completed since the last meeting / note forthcoming opportunities
8	8.00 – 8.15 pm	**Items Requested by Councillors / Annual Schedule**	• To consider the approval of the Parish Council's Employment Policies for a further 12 months • To consider the approval of the Asset Register/Inspection Checklist for a further 12 months • To consider arrangements for Christmas 2023 • To agree arrangements to purchase a new defibrillator for New Sharlston and for a new guardian • To consider agreeing actions relating to the Speed Indicator Device data and signage
9	8.15 – 8.20 pm	**Events/Attendance at Meetings**	• To consider any forthcoming events or meetings and agree representation at these if appropriate • To agree attendance at the YLCA Branch meeting on 22nd July
10	8.20 – 8.25 pm	**Planning Applications**	• To consider and decide upon planning applications as detailed in **Appendix A**
11	8.25 – 8.30 pm	**Planning Decisions**	• To receive Decision Notices as listed in **Appendix B**
12	8.30 – 8.35 pm	**Correspondence**	• To consider correspondence received since the last meeting and decide action where necessary
13	8.35 – 8.40 pm	**Summary of Projects for Publication**	• To agree on any projects to be published externally and responsibility for these
14	8.40 – 8.45 pm	**Future Agenda Items**	• To notify the Clerk of matters for inclusion on the agenda of the next meeting (please note that any motions for consideration are to be received 7 days in advance of the agenda being circulated)
15	8.45 – 8.55 pm	**Financial Matters**	• To approve the accounts listed in **Appendix C** for payment and / or note payments previously authorised • To receive a bank reconciliation and budget comparison to 30th June 2023
16	8.55 – 9.00 pm	**Date & Time of next meeting**	• Monday, 4th September 2023 at 6.30 pm

Signed by:  Emma King, Clerk to the Council

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APPENDIX A - PLANNING APPLICATIONS

Application no.	*Location*	*Details*	*21 Day expiry / Target date*

APPENDIX B - DECISION NOTICES

Application no.	*Location*	*Details*	*Decision*

APPENDIX C – ACCOUNTS

Payments Requiring Authorisation

Supplier	**Details**	**Amount/Type**
The Market Florist	Plants for planters	£138.00 card
Newstead Nurseries	Plants for planters	£96.00 card
Staples	Printer ink	£67.97 card
Habro	Printing of annual report & achievement statement	£327.50 bank transfer
Wakefield Council	Grounds Maintenance contract	£1636.33 bank transfer

Payments Previously Authorised and to Note

Supplier	**Details**	**Amount/Type**
Emma King	Salary	
Zoe Kozlowski	Salary	
Zoom	Monthly subscription	15.39 card
O2	Clerk's Mobile Phone	