Meeting of Parish Council to be held on
Monday, 4th September 2023 at 6.30 pm at Sharlston Community Centre

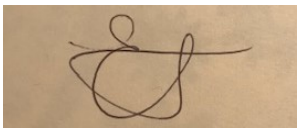
The Parish Council will permit members of the public to address the Council between 6.30 and 7.00 pm. The Parish Council reserves the right to prohibit admittance to the meeting.

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	7.05 – 7.10 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	7.10 – 7.20 pm	**Parish Council Vacancies**	• To formally receive the resignation of Cllr L Young • To discuss and agree a recruitment campaign to fill current vacancies
4	7.20 – 7.30 pm	**Minutes of the Previous Meeting**	• To confirm the minutes of the Meeting held on Monday, 3rd July as a true and correct record
5	7.30 – 7.40 pm	**Progress Report**	• To receive reports on items in the minutes of the previous meeting (Note: for information only)
6	7.40 – 7.50 pm	**Ongoing Projects**	• To note updates and agree next steps on the following projects; - Community Centre / Church Lease - Rugby Club - Use of former Taylor Wimpey land - Potential purchase of Wakefield Council land
7	7.50 – 8.00 pm	**Reports from Committees**	• To receive a report from the meeting of the Allotments Committee held on 6th July • To receive a report from the first meeting of the Heritage & Environment Committee held on 31st July • To receive a report from the annual inspection of Parish Council assets held on 7th August • To arrange the next meeting of the Finance & Personnel Committee
8	8.00 – 8.05 pm	**Training Update**	• To receive a report on training completed since the last meeting / note forthcoming opportunities • To consider YLCA Whole Council Training
9	8.05 – 8.15 pm	**Items Requested by Councillors / Annual Schedule**	• To consider arrangements for Christmas 2023 and agree any action as appropriate • To agree arrangements to purchase a new defibrillator for New Sharlston • To agree a rota for the use of the Speed Indicator Device / use of data • To receive an update on maintenance of the village planters and agree any proposals as appropriate • To consider approving the following for a further twelve months: Civility & Respect Pledge, Dignity at Work Policy & Complaints Policy
10	8.15 – 8.20 pm	**Events/Attendance at Meetings**	• To consider any forthcoming events or meetings and agree representation at these if appropriate • To receive feedback from the Mining Commemoration held on 8th July • To receive feedback from the Town & Parish Council Liaison Group meeting held on 18th July • To agree arrangements for Remembrance Day • To consider arrangements for D Day 80 and agree as appropriate • To consider the purchase of any publications required and agree as appropriate
11	8.20 – 8.25 pm	**Planning Applications**	• To consider and decide upon planning applications as detailed in **Appendix A** • To Consider a Planning Appeal Notification and agree any action as appropriate
12	8.25 – 8.30 pm	**Planning Decisions**	• To receive Decision Notices as listed in **Appendix B**
13	8.30 – 8.35 pm	**Correspondence**	• To consider correspondence received since the last meeting and decide action where necessary
14	8.35 – 8.40 pm	**Summary of Projects for Publication**	• To agree on any projects to be published externally and responsibility for these
15	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)
16	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 31st August 2023
17	8.55 – 9.00 pm	**Date & Time of next meeting**	• Monday, 2nd October 2023 at 6.30 pm

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Signed by:  Emma King, Clerk to the Council

APPENDIX A - PLANNING APPLICATIONS

Application no.	*Location*	*Details*	*21 Day expiry / Target date*
23/01468/FUL	33 Grime Lane Sharlston Common Wakefield WF4 1EJ	two storey extensions to side and rear, porch to front and raised patio to rear	24.08.23

APPENDIX B - DECISION NOTICES

Application no.	*Location*	*Details*	*Decision*
23/00912/FUL	702 Doncaster Road Crofton Wakefield WF4 1PX	Proposed First Floor Extension to Existing Outbuilding to Rear	Application Withdrawn 30.06.23

APPENDIX C – ACCOUNTS

Payments Requiring Authorisation

Supplier	**Details**	**Amount/Type**
Lavenders Florist	2 x commemorative wreaths	100.00 cash
Catterall's	Deposit for fees related to land at side of Sports & Social Club	50.00 bank transfer
J Nicholson	Expenses related to new plants for village planters	21.00 bank transfer
Staples	Stationery	37.95 card
Jax First Aid	Hi-vis jackets	54.84 card
Post Office	Stamps for letters to businesses	8.80 card

Payments Previously Authorised and to Note

Supplier	**Details**	**Amount/Type**
Emma King	Salary July & August	
Zoe Kozlowski	Salary July & August	
Zoom	Monthly subscription	15.59 card
Zoom	Monthly subscription	15.59 card
O2	Clerk's Mobile Phone	28.28 DD
O2	Clerk's Mobile Phone	28.28 DD