Meeting of Parish Council to be held on

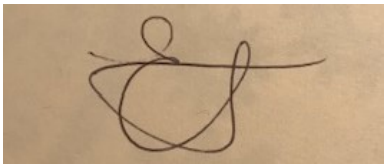
Tuesday, 7th November 2023 at 6.30 pm at Sharlston Community Centre

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	**Minutes of the Previous Meeting**	• To confirm the minutes of the Meeting held on Monday, 2nd October 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 - Use of land on Heathers - Potential purchase of Wakefield Council land
6	7.40 – 7.50 pm	**Reports from Committees**	• To receive a report from the Allotments Committee following the autumn inspection and agree any action as appropriate • To receive a report from the meeting of the Highways Committee held on 11th October and agree any action as appropriate • To agree dates for meetings of the Highways Committee (walk) & Heritage & Environment Committee as appropriate
7	7.50 – 8.00 pm	**Training Update**	• To receive a report on training completed since the last meeting / note forthcoming opportunities
8	8.00 – 8.20 pm	**Items Requested by Councillors / Annual Schedule**	• To receive an update on the launch of the village health walks • To consider arrangements for Christmas 2023 and agree any action as appropriate • To agree arrangements to purchase a new defibrillator for New Sharlston • To consider approving the following for a further twelve months: Co-option Policy
9	8.20 – 8.30 pm	**Events/Attendance at Meetings**	• To receive feedback from West Yorkshire SLCC meeting held on 25th October 2023 • To receive feedback from PACT meeting on 31st October 2023 • To consider any forthcoming events or meetings and agree representation at these if appropriate • To consider and agree arrangements for Remembrance Day 2023 • To consider arrangements for D Day 80 and agree as appropriate
10	8.30 – 8.35 pm	**Planning Applications**	• To consider and decide upon planning applications as detailed in **Appendix A**
11	8.35 – 8.40 pm	**Planning Decisions**	• To receive Decision Notices as listed in **Appendix B**
12	8.40 – 8.45 pm	**Correspondence**	• To consider correspondence received since the last meeting and decide action where necessary
13	8.45 – 8.50 pm	**Summary of Projects for Publication**	• To agree on any projects to be published externally and responsibility for these
14	8.50 – 8.55 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	8.55 – 9.00 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 October 2023
16	9.00 pm	**Date & Time of next meeting**	• Monday, 4th December 2023 at 6.30 pm

Signed by:  Emma King, Clerk to the Council

Meeting of Parish Council to be held on
Tuesday, 7th November 2023 at 6.30 pm at Sharlston Community Centre

APPENDIX A - PLANNING APPLICATIONS

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

APPENDIX B - DECISION NOTICES

Application no.	*Location*	*Details*	*Decision*
23/00964/FUL	White Horse, 49 West Lane, Sharlston, WF4	Conversion of overnight accommodation building to 1no. Dwelling inc alteration of opening to rear	approved 13.10.23

APPENDIX C – ACCOUNTS

Payments Requiring Authorisation

Supplier	**Details**	**Amount/Type**
Onscreen	Website Updates	180.00 bank transfer
Sharlston School PTA	Grant	350.00 bank transfer
YLCA	Publications	16.14 bank transfer
Stocksigns	Replacement Battery	125.40 bank transfer
Sharlston Community Centre	Room hire for year	345.00 bank transfer
YLCA	Role of the Clerk training – J Nicholson	25.00 bank transfer
Wakefield Council	One off weed spray at Sharlston Rugby Club	48.96 bank transfer

Payments Previously Authorised and to Note

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