Meeting of Parish Council to be held on
Monday, 8th January 2024 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 – 7.25 pm	**Parish Council Vacancies**	• To receive an update on co-option criteria from Wakefield Council and agree any actions necessary
4	7.25 – 7.30 pm	**Minutes of the Previous Meeting**	• To confirm the minutes of the Meeting held on Monday, 4th December 2023 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; - Lease between St Luke's Church & Sharlston Parish Council for Sharlston Community Centre - Extension of Sharlston Rovers Rugby Club - Use of former Taylor Wimpy land on The Heathers - Purchase of Wakefield Council land at Clifton Road
7	7.50 – 8.00 pm	**Reports from Committees**	• To review Committee Membership for 2024 and agree any changes as appropriate • To receive a report from the Allotments Committee following a follow up visit on 5th December and agree any actions as necessary • To receive a report from the Finance & Personnel Committee held on 11th December and agree any actions as necessary • To receive an update on the data collected by 'Sharlston SID', a rota for future use and agree any actions as appropriate • To agree a date for the next meeting of the Parish Plan Committee including Annual Review
8	8.00 – 8.05 pm	**Training Update**	• To receive a report on training completed since the last meeting / note forthcoming opportunities
	8.05 – 8.20 pm	**Items Requested by Councillors / Annual Schedule**	• Road markings outside Sharlston Community School - to receive a report from Cllr J Nicholson and agree any actions as appropriate • Anti-dog fouling / littering campaign - to receive a report from Cllr J Nicholson and agree any actions as appropriate • Changing perception within the community – to receive a report from Cllr S Pollard and agree any actions as appropriate • Facebook administration - to receive a report from Cllr S Pollard and agree any actions as appropriate • Planter signage and sponsorship - to receive a report from Cllr S Pollard and agree any actions as appropriate • To discuss plans for Christmas 2024 and agree any action as appropriate • To receive an update on arrangements to purchase a new defibrillator for New Sharlston • To consider approving the following for a further twelve months: - Allotments Policy (including tenancy agreement) - Allotments Policy Annex A - Livestock Guidance
9	8.20 – 8.30 pm	**Events/Attendance at Meetings**	• To consider any forthcoming events or meetings and agree representation at these if appropriate • To receive an update from the PACT meeting on 12th December • To consider arrangements for D Day 80 and agree as appropriate • To consider arrangements to mark Remembrance Day 2024 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**	• Review of Parish Council's insurance arrangements for 2024 and agree as appropriate • Budget Setting & Precept 2024/2025 – to receive a report from the Responsible Finance Officer and agree any actions as appropriate • To approve the accounts listed in **Appendix C** for payment and / or note

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			payments previously authorised • To receive a bank reconciliation and budget comparison to 31st December 2023
16	9.00 pm	**Date & Time of next meeting**	• Monday, 5th February 2024 at 6.30 pm

Signed by: *e King*

(Clerk to the Council)

APPENDIX A - PLANNING APPLICATIONS

Application no.	***Location***	***Details***	***21 Day expiry / Target date***
23/02290/FUL	Crossley Street New Sharlston Wakefield WF4 1BG	Change of use of land from builders yard to the storage and sale of motor vehicles including stationing of a portable office	29.01.24

APPENDIX B - DECISION NOTICES

Application no.	***Location***	***Details***	***Decision***
23/00505/ENFA	7 The Green Sharlston Common Wakefield WF4 1EL	Enforcement against Enforcement Notice dated 03.03.2023 requiring the removal of a single storey glazed canopy to the front. Appeal made under Ground a) that planning permission should be granted for what is alleged in the Notice	Inspectorate upheld 06.12.23

APPENDIX C – ACCOUNTS

Payments Requiring Authorisation

Supplier	**Details**	**Amount/Type**
Thomas Evans	Singer at Christmas Meal	70.00 bank transfer
Amazon	Large re-usable cheque	27.58 card
Cllr Arnold	Expenses relating to Christmas meal	8.80 bank transfer
Christmas Direct	Replacement lights for Red Wheel	53.93 card
Woolley Edge Xmas Tree Farm	Large tree at end of Long Row	110.00 bank transfer
The Sign Shed	New signs for health walk	51.95 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 (old contract)	28.28 DD
Three	Clerk's Mobile Phone (new contract)	35.09 DD