Meeting of Sharlston Parish Council to be held on Monday, 4th March 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. Members of the public will adhere to the rules set by the Parish Council for this session. 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

7.00	**Reminder by the Chairman of the Parish Council's expectations for the audio or visual recording of this meeting.**	
7.00 – 7.05 pm	**Apologies for Absence**	• To receive apologies for absence and record these in the minutes • To consider the approval of reasons for absence given by councillors
7.05 – 7.10 pm	**Declarations of Personal Interests**	• To receive, consider and decide upon any applications for dispensation • To receive any declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests
7.10 – 7.20 pm	**Parish Council Resignations & Vacancies**	• To consider the co-option of new Parish Councillors and agree any actions as appropriate
7.20 – 7.25 pm	**Minutes of the Previous Meeting**	• To confirm the minutes of the Meeting held on Monday, 5th February 2024 as a true and correct record
7.25 – 7.30 pm	**Progress Report**	• To receive reports on items in the minutes of the previous meeting (Note: for information only)

7.30 – 7.40 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

7.40 – 7.50 pm	**Reports from Committees**	• To receive and consider for decision any recommendations from the Parish Council's Committees:
		  - Working Group meeting to discuss Christmas 2024 held on Tuesday, 13th February
		  - Finance & Personnel Committee meeting held on Wednesday, 28th February 2024
		• To note the forthcoming meeting of the Heritage & Environment Committee on Tuesday, 12th March 2024

7:50 – 7.55 pm	**Training Update**	• To receive a report on training completed since the last meeting / note forthcoming opportunities
7.55 – 8.20 pm	**Items Requested by Councillors or Dictated by the Annual Schedule**	• To consider and agree on a proposal to introduce emergency first aid and defibrillator training for the village (see attached proposal by Cllr J Nicholson) • To consider and decide on a process for managing the community planters in the village (see attached proposal by Cllr S Pollard) • To consider and decide on a potential survey for residents about what they want from their Parish Council (see attached proposal by Cllr S Pollard) • To consider and decide on whether to introduce a Parish Council Newsletter • To consider and agree on a proposal to create a 'friends of the Parish Council' group • To consider information relating to the Parish Council Domain Helper Service and decide on any further action required • To receive and consider information relating to Martyn's Law Standard Tier Consultation and agree any further action required • To consider and decide on an opportunity to obtain a free portrait of His Majesty the King • To consider approving the following for a further twelve months: - Grant application form and guidance
8.20 – 8.25 pm	**Events/Attendance at Meetings**	• To consider any forthcoming events or meetings and agree representation at these if appropriate • To consider and agree on arrangements to partake in the Great British Spring Clean 2024 • To consider arrangements for Remembrance Day 2024 & D Day 80 and agree as appropriate
8.25 – 8.30 pm	**Planning Applications**	• To consider and decide upon the planning applications as detailed in **Appendix A**
8.30 – 8.35 pm	**Planning Decisions**	• To receive and note the decision notices as listed in **Appendix B**
8.35 – 8.40 pm	**Correspondence**	• To consider correspondence received since the last meeting and decide further action where necessary
8.40 – 8.45 pm	**Summary of Projects for Publication**	• To agree on any projects to be published externally and responsibility for these
8.45 – 8.50 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 and should be accompanied by a brief

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		report)
8.50 – 9.00 pm	**Financial & Employment Matters**	• To receive and note current bank balances as at 29th February 2024 • To receive and note a bank reconciliation and budget comparison to 29th February 2024 • To approve the accounts listed in **Appendix C** for payment and / or note payments previously authorised • To consider and agree on costings for a replacement noticeboard at High Street, New Sharlston • To consider and agree on the purchase of a new defibrillator for New Sharlston • To consider and agree on the purchase of a rainbow bench to commemorate the 20th anniversary of Wakefield Pride • To consider approval of the Parish Council's Grounds Maintenance contract for 2024 and agree any actions as appropriate • To consider a grant application and agree any actions as appropriate
9.00 pm	**Date & Time of next meeting**	• To confirm the date of the next meeting as Monday, 8th April 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***

APPENDIX B - DECISION NOTICES

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

APPENDIX C – ACCOUNTS

Payments Requiring Authorisation

Supplier	**Details**	**Amount/Type**
Featherstone DIY	New lock for allotments (emergency spend)	£28.00 cash
Wakefield Council	Christmas trees & lights 2023	£4526.57 bank transfer
YLCA	Flying Start Training 1 & 2 _ Cllr Beacroft	£66.80 bank transfer

Payments Previously Authorised and to Note

Supplier	**Details**	**Amount/Type**
Express Signs	New planter sign	£12.00 card
Hall & Rhodes	CCTC inspection/service at Rugby Club	£118.80 bank transfer
Zurich	Insurance Renewal 2024	£1510.82 bank transfer
Printerland	New printer/copier	£1009.54 card
Emma King	Salary	
Zoe Kozlowski	Salary	
Zoom	Monthly subscription	15.59 card
Three	Clerk's Mobile Phone	29.40 DD