Meeting of Sharlston Parish Council to be held on Monday, 28th October 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

	The meeting will be preceded by a minute's silence to remember former Parish Councillor – Alexandra Devey & a minute's silence to remember District Councillor Graham Isherwood who have both sadly passed away recently		
1.	7.00	**Reminder by the Chairman of the Parish Council's expectations for the audio or visual recording of this meeting**	
2.	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
3.	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
4.	7.10 – 7.20 pm	**Parish Council Vacancies**	• To receive the resignation of Cllr Rachel Beacroft • To consider the co-option of new Parish Councillors and agree any actions as appropriate • To consider plans for recruitment to current vacancies and agree any action as appropriate
5.	7.20 – 7.25 pm	**Minutes of the Previous Meeting**	• To confirm the minutes of the Meeting held on Monday, 2nd September & Monday, 7th October 2024 as true and correct records
6.	7.25 – 7.30 pm	**Progress Report**	• To receive reports on items in the minutes of the previous meetings (Note: for information only)
7.	7.30 – 7.40 pm	**Ongoing Projects/Public Consultation**	• To receive and consider the proposals from the Parish Plan Working Group held on 30th September 2024 • To consider and agree on plans to consult the public on the Parish Council's current & future projects • To note updates on the following projects; - Redevelopment of allotments at Fernside - Renewal of lease between St Luke's Church & Sharlston Parish Council for Sharlston Community Centre - Use of land on the Heathers - Use of land off Clifton Road
8.	7.40 – 7.50 pm	**Reports from Committees**	• To consider & agree as appropriate - whole council attendance at committee meetings until recruitment of further councillors • To receive and consider for decision any updates or recommendations from the Parish Council's Committees: - Highways Committee – 9th September 2024 - Allotments Inspection – 26th October 2024 • To agree dates for the following committees: - Finance & Personnel Committee - Highways Committee/Walk - Heritage & Environment Committee
9.	7:50 – 7.55 pm	**Training Update**	• To receive a report on training completed since the last meeting / note forthcoming opportunities
10.	7.55 – 8.20 pm	**Items Requested by Councillors or Dictated by the Annual Schedule**	• To consider the Review of Polling Districts, Polling Places and Polling Stations and agree any action as appropriate • To consider & decide on a proposal by Cllr S Pollard for 'litter-free streets' • To consider & agree on being part of the Citizen Coin scheme • To note winter grit arrangements for the village in 2024 • To consider and agree on new signage to support the use of lifebelts at Sharlston Dam • To consider updated guidance and related policies with regards to Data Protection by the Parish Council and to agree as appropriate • To consider and decide on plans for Christmas 2024 – standing item • To consider approving the following for a further twelve months: - Accessibility Statement - Co-option Policy - Volunteer Policy (NEW) - Event Risk Assessment Template (NEW)
11.	8.20 – 8.25 pm	**Events/Attendance at Meetings**	• To consider feedback from the YLCA South Pennine Branch Meeting on 9th October • To consider & decide on bulb sponsorship & planting arrangements for 2024 • To consider & decide on an autumn litter-picking event • To consider any forthcoming events or meetings and agree representation at these if appropriate
12.	8.25 – 8.30 pm	**Planning Applications**	• To consider and decide upon the planning applications as detailed in

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			Appendix A • To note the Pre Planning Consultation Cellnex COL.MOD.UK.0003753
13.	8.30 – 8.35 pm	**Planning Decisions**	• To receive and note the decision notices as listed in **Appendix B**
14.	8.35 – 8.40 pm	**Correspondence**	• To consider correspondence received since the last meeting and decide further action where necessary
15.	8.40 – 8.45 pm	**Summary of Projects for Publication**	• To agree on any projects or updates to be published on the Parish Council website, social media, notice boards or external platforms and responsibility for these
16.	8.45 – 8.50 pm	**Future Agenda Items**	• To note the Parish Council's Key Dates Calendar • 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 report)
17.	8.50 – 9.00 pm	**Financial & Employment Matters**	***Please note that a part month update will be given verbally at the meeting*** • To receive and note a copy of the Parish Council's commitments at month 6 of the financial year • To receive and note current bank balances as at 30th September 2024 • To receive and note the cashbook at 30th September 2024 • To receive and note a bank reconciliation and budget comparison to 30th September 2024 • To approve the accounts listed in **Appendix C** for payment and / or note payments previously authorised • To consider and agree on plans to provide a defibrillator for New Sharlston • To consider any grant applications and agree any actions as appropriate
18.	9.00 pm	**Date & Time of next meeting**	• To confirm the date of the next meeting as Monday, 2nd December 2024 at 6.30 pm

Signed by: *C King*

(Clerk to the Council)

APPENDIX A - PLANNING APPLICATIONS

Application no.	***Location***	***Details***	***21 Day expiry / Target date***
24/01468/FUL	36 High Street New Sharlston Wakefield WF4 1BE	Proposed dropped kerb to the front , addition of hardstanding, limestone chippings on hardcore.	31.10.24

APPENDIX B - DECISION NOTICES

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

APPENDIX C – ACCOUNTS

Payments Requiring Authorisation

Supplier	**Details**	**Amount/Type**
Cartridge Discount	Replacement ink for printer	£31.49 card
ICO	Annual Information Commissioner subscription 2024/25	£35.00 DD
Catterall's Solicitors	to handle lease for Heather's Land / Sports & Social Club	£850.00 bank transfer
YLCA	Planning webinar – S Pollard	£26.30 bank transfer
Public Works Loan Board	First annual interest payment for loan	£4190.01 DD
Currys	Laptop care plan – first installment	£27.34 card
Greenbarnes	New noticeboard	£1522.68 bank transfer
Sublime Science	Christmas event for Community School	£777.60 bank transfer
Onscreen	Monthly web management	£450.00 bank transfer

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Payments Previously Authorised and to Note

Supplier	Details	Amount/Type
YLCA	Regional Training Day Clerk & J Nicholson	£140.00 bank transfer
Mrs K Calvert	Refund of allotment tenancy due to termination	£30.00 bank transfer
Wakefield Council	Grounds Maintenance Contract 2024/25	£1693.60 bank transfer
Sharlston Rovers	Grant payment	£500.00 bank transfer
RCW Building Solutions	Allotment Path Work & Fence Installation	£12692.40 bank transfer
RCW Building Solutions	Allotment – asbestos removal	£1914.00 bank transfer
Emma King	Salary	
Zoe Kozlowski	Salary	
Zoom	Monthly subscription	15.59 card
Three	Clerk's Mobile Phone	30.72 DD