Meeting of Sharlston Parish Council held on Monday 13th April 2026 at

Sharlston Community Centre at 6.30 pm

Present: Cllr P Belbin
Cllr A Blanchard
Cllr J Nicholson
Cllr A Palmer
District Cllr Tennant-King
District Cllr Vickers
3 Members of the Public

The Chairperson reminded all present of the Parish Council's expectations for the audio or visual recording of the meeting.

156. Apologies for Absence

Apologies were noted from Cllr Craig and District Cllr Haslam.

157. Declarations of Personal Interests

There were no new applications for dispensations.

There were no new declarations of interest.

158. Parish Council Vacancies

There had been no new applications though the meeting noted that there were several interested parties.

It was agreed to keep advertising the vacancies and to invite anyone thinking about applying to the forthcoming Open Day.

159. Minutes of the Previous Meeting

It was proposed and **RESOLVED** that the minutes of the meeting held on 2nd March 2026 be accepted as a true record.

160. Progress Report

The Clerk advised that she had acknowledged Cllr Hampshire's resignation and sent a letter of thanks to her.
Cllr Blanchard was reminded to return his induction forms and agreed to post these to the Clerk.
The meeting was reminded about the offer of free CPR & first aid classes which would be suitable for the Community Centre to host.
Cllr Palmer had sprayed the damaged planter but felt like this would need replacement soon.
The considerate parking banners had been put up & the Clerk had shared these on Facebook.
She had also posted updates about the school production and the spring bulbs.
The report from the CCTV inspection had been received and emergency work authorised and completed that day.
The new defibrillator was still on the agenda for June and Cllr Craig had reported feedback regarding a potential location for this in New Sharlston.
The website had been updated with recent grant payments.

The new .gov emails were being processed now and further details would be circulated shortly. The Clerk was working on hanging basket costings for Open Day.
A response from Wakefield Council re 'No Mow May' was read out. This was disappointing but it was felt that there were still areas that could be left wild in the village to compensate. The Clerk was asked to share an update on Facebook.
There was a comment about mixing up the bulbs for future verge planting to create a more interesting display. It was also highlighted that wildflower seeds could be planted around the new farming heritage bench.
Cllr Nicholson reported that there was now a direct contact from Morgan Sindall in respect of the new school build.

161. Ongoing Projects

Church / Community Centre

There had been some communication from the Diocesan solicitor with regards to the Church wanting to be responsible for the building insurance of the Community Centre. The Clerk had responded to state what was currently being paid and to ensure the relevant certificates were sent to her for display in the Centre.

The Clerk still needed to agree a date to meet with the Chair of the Management Committee once the lease was received to look at this and other outstanding issues (latest committee membership for our website and partnership agreement between the Parish Council & the Management Committee).

The wi-fi at the Centre had been installed and was working well.

Sharlston SID

It was proposed and **RESOLVED** that SID be moved from its current spot as drivers were becoming used to it and it was not as effective anymore. It was suggested that a location in New Sharlston be sought given recent requests on Facebook.

The Clerk advised that she now had three Parish Councils interested in borrowing SID.

Projects & Funding

The Clerk advised that she had received further guidance about completing a Biodiversity Net Gain Assessment from District Cllr Appleyard. It was noted that this project would need to be worked up after Open Day.

Follow ups were also needed on the Culture Grants 2026 programme and a local grant provider.

A discussion about potential funding from the District Councillors was discussed as it was noted that Sharlston would not benefit from the Pride in Place funding.

162. Reports from Committees

A brief update from the Allotments Committee was shared. All annual rent had been received. A report from a local resident regarding vermin activity had resulted in a meeting with Wakefield Council's Pest Control Team and follow up advice had been circulated to tenants. They had been advised that remedial action must be completed by the next inspection which was scheduled for 18th May.

The Chair and Clerk had completed the remaining Asset Check, and the Clerk would now add all details to the parish Online database.

A report from the Finance Committee meeting on 23rd March had been circulated and the main points were highlighted. The meeting had mainly focused on end of year preparations.

Cllrs Blanchard & Palmer had completed the Rugby Club inspection and shared a brief report. It was noted that additional CCTV warning signage may be required. The Clerk requested the inspection sheets to record and agreed to follow up on building insurance.

163. Training Update

The YLCA South Pennine Branch meeting planned for 3rd June had been re-arranged to 30th June.

The Clerk advised of opportunities on Allotment Training, Community Events, Digital Skills, Attracting & Engaging New Councillors, and Public Procurement.

Cllr Blanchard still needed to book onto Flying Start Training – the Clerk agreed to send him the dates again.

164. Items Requested by Councillors

It was proposed and **RESOLVED** to approve the Code of Conduct for a further 12 months.

It was proposed and **RESOLVED** that further review of the Allotments Policy was required after the May inspections and that this should be deferred to the June meeting.

It was proposed and **RESOLVED** to approve the following new policies for the next 12 months:

- Financial Risk Assessment
- Disposal Policy

The Clerk had previously shared the draft Annual Report for 2026 but had received no comments. It was proposed and **RESOLVED** to approve the report once the Chair's report was received and to order 250 achievement statements. It was further proposed and **RESOLVED** to create a QR code to link to the full report on the website.

Cllr Nicholson gave a short annual report from the Community Centre Management Committee.

165. Events/Attendance at Meetings

The Spring Litter Pick had been a success with around 17 bags collected. There was a discussion about how to manage this going forward to ensure the availability and sustainability of litter picking equipment. The suggestion of residents adopting a street to pick was revisited and Cllr Palmer agreed to work up a poster for consideration at the next meeting.

There was one invitation to the Featherstone Mayor Making event which the Clerk agreed to share in the Hub.

The Clerk shared an update on plans for the Open Day including the exhibitors that had confirmed attendance. All councillors except Cllr Palmer were able to attend. It was noted that help would be needed before the event to set up the room and displays.

Cllr Palmer still needed to review the route and timings for the Santa Tractor event and speak to the White Horse regarding hosting the Christmas singing event.

It was proposed and **RESOLVED** to proceed with the purchase of a Christmas inflatable. The Clerk agreed to speak with a local resident for advice on this.

Additional posts & electrical testing would be required in good time for the Christmas period in 2026.

166. Planning Applications

There were no planning applications to consider.

167. Planning Decisions

There were no planning decisions to note.

168. Correspondence

The Clerk had previously circulated a list of correspondence, and she highlighted several items received after circulation. The Clerk also advised that she had raised a formal compliant with Wakefield Council regarding the provision of the large lit Christmas Trees.

169. Summary of Projects for Publication

It was suggested that key updates continue to be shared via Facebook, Instagram and the website. The Clerk had noted the following for sharing; Open Day, Christmas Events, Mental Health Awareness Week and SID.

170. Future Agenda Items

The Clerk reminded everyone to forward any items to her by 3rd May.

171. Financial & Employment Matters

The Clerk shared the bank balances as of 31st March 2026 which was also the year end position.

The Clerk had previously shared the cashbook position and bank reconciliation for March 2026.

The following payments had been previously approved and made between meetings.

Supplier	Details	Amount/Type
McAfee	Anti-Virus protection	£164.98 card

The following payments had been previously authorised and were noted.

Supplier	Details	Amount/Type
Onscreen	Website Support	£75 standing Order
Emma King	Salary	
Zoe Kozlowski	Salary	
Three	Clerk's Mobile Phone	£32.10 DD

The Clerk shared two quotes for the grounds maintenance provision in 2026. She had been unable to obtain a third quote despite many enquiries. It was proposed and **RESOLVED** that the contract be taken with Wakefield Council for 2026.

The Clerk then shared three quotes for a farming heritage bench. After a short discussion, it was proposed and **RESOLVED** to purchase a bench from Roll & Scroll.

There were no grant applications to consider.

172. Date & Time of Next Meeting

It was proposed and **RESOLVED** that the Annual Meeting take place on Monday, 11th May 2026 at 6.00 pm. The meeting was also reminded of the forthcoming Open Day on Saturday, 16th May at 10.00 am

There being no other business the Chairperson thanked all for attending and closed the meeting at 8:55 pm.

Paul Belbin

Chairperson

11th May 2026