Meeting of Sharlston Parish Council held on Monday 5th October 2026 at

Sharlston Community Centre at 6.30 pm

Present: Cllr A Blanchard
Cllr P Belbin (Chair)
Cllr J Nicholson
Cllr A Palmer
Cllr T Collins

The Chair began by reminding all present of the Parish Council's expectations for the audio or visual recording of the meeting.

73. Apologies for Absence

Apologies were noted from the Cllr Craig. The reason for absence was approved.

74. Declarations of Personal Interests

There were no new applications for dispensations.

There were no new declarations of interest.

75. Parish Council Vacancies

There were no new applications.

It was noted that the recruitment campaign was still outstanding and a reminder was issued for all councillors to record a short video clip outlining why they decided to join the Parish Council.

76. Minutes of the Previous Meeting

It was proposed and **RESOLVED** that the minutes of the meeting held on 7th September 2026 be accepted as a true record.

77. Progress Report

The Clerk noted that a couple of councillors had experienced some difficulties with their new emails and that she had supported them to resolve this. All other councillors noted that they were managing to access these ok.
The independent monthly finance checks had taken place before the meeting and would continue at each meeting.
The Clerk had shared the following updates on social media; volunteer & sponsorship package and Christmas meal.
The new Parish Council website was now live and receiving good engagement. The Clerk suggested inviting the website host to a meeting before Christmas to feed back / answer any questions.
It was noted that the signs outside the shop were still to be fitted.
The Clerk confirmed that she had shared the details of the YLCA branch merger.

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78. Ongoing Projects

Church / Community Centre

There was still no update on the completion of the lease, and the delay was again on the part of the Diocese. Our solicitor continued to chase this, and the Clerk had reminded her that clarity on insurance arrangements was required by the end of December as the renewal was mid-January. The Chairman of the Management Committee had also recently resigned, and this has been communicated to the Parish Council as a courtesy. It was noted that the Parish Council would now await further details of the continuation of the committee.

Projects & Funding

Parish Council Recruitment Drive
This had been covered above.

Sponsorship & Volunteering Package
The Clerk had shared this via social media and placed posters on the notice boards. She passed additional copies to councillors for placing in local businesses.

Planter & Hanging Basket Provision
The Clerk had shared the additional information in the hub since the last meeting, but no comments had been received. This was discussed and it was proposed and **RESOLVED** to defer the reintroduction of hanging baskets in the village to a later date and to focus instead on adding to the planter provision. The Clerk was asked to price up 3, 3-tiered planters to replace damaged ones and to mark the entrances to the village as well as the soil, bulbs & plants for these. It was proposed and **RESOLVED** that a decision on these could then be made at the next meeting.

Wildflower & Bulb Planting
The Clerk reminded the meeting of the suggestion to refresh the bulb provision in the village as well as to plant wildflower seeds in specific locations. It was proposed and **RESOLVED** to plant these behind the new farming heritage bench and on the Clifton Road land this year.

Adopt a Street Litter Project
The poster about this project had been shared on social media and had received good engagement. It was proposed and **RESOLVED** to reshare this, linking with the Sharlston Against Litter group and thanking current volunteers in order to raise further awareness. In addition, the Clerk confirmed that she had received the additional hi-vis volunteer jackets.

Anti Dog-fouling Campaign
It was agreed that the Keep Britain Tidy signage that the Parish Council had purchased and displayed had made a difference in the village and it was agreed to keep sharing this campaign to continue to raise awareness of this issue.

Farming Heritage Bench
Cllr Palmer noted that he was hoping to have the event to commemorate the new bench, organised by the end of the month and would share details on Watsap so it could be advertised.

Heathers & Clifton Road Land Use
These projects were ongoing.

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Use of Sharlston SID

The Clerk had received a quote for a solar option for SID and shared this with the meeting. It was proposed and **RESOLVED** to seek another quote for the next meeting. The Clerk was still working on the data download from 2026 and would share this shortly. It was noted that SID would then need to be moved to a new location.

Funding options were still being investigated to support the projects above in line with a three-year budget being prepared by the Clerk.

79. Reports from Committees

The Clerk shared an update from the Allotments Committee. It was noted that there had been a successful move of one tenant to alternative plot and his plot would now be offered to the next person on the waiting list.

It was agreed to find a date for the autumn inspection of the allotments, outside of the meeting.

It was further agreed to find a date for the asset inspection outside of the meeting.

80. Training Update

The Clerk advised that Cllr Blanchard would be attending the next round of Flying Start training in November and that Cllr Collins would book onto this training after her operation.

Cllr Nicholson had attended the Talking Tables training on 30th September and gave a report on the sessions that she had attended. She agreed to share the resources on the Councillor Hub and it was proposed and **RESOLVED** that the Wildlife Trust Gardening Award project be added to the next agenda for discussion.

The Clerk reminded the meeting that the next YLCA Joint Annual Meeting would be held on Saturday, 7 November 2026 from 1.30pm.

81. Items Requested by Councillors

It was proposed and **RESOLVED** to approve the following policies for a further 12 months;

- Accessibility Statement
- NEW Website Management Policy
- NEW Capability Policy

The item on the new defibrillator was deferred to the next meeting due to Cllr Craig's absence. The Clerk did however present to the meeting a suggestion from the guardian of the current defibrillator regarding replacement pads. It was proposed and **RESOLVED** to accept the suggestion and to order the new pads.

The Clerk then shared the offer from Wakefield Council of winter grit. It was proposed and **RESOLVED** that the Clerk check with the farm whether any more was required before responding.

82. Events/Attendance at Meetings

No invitations had been received since the last meeting.

With regards to Christmas arrangements, the Clerk asked that all timings be confirmed to help her make the final arrangements. It was noted that Johnny Evans, singer, should arrive from 12.00 noon to set up as guests would arrive from 12.30pm for a 1.00 pm start to the meal. The singing event would be held 6 – 7pm.

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It was proposed and **RESOLVED** that the Parish Council's chosen charities for 2026 would be the Yorkshire Air Ambulance and Thinking Forward for Mental Health. The latter would also be providing a choir for the singing event.

The Clerk was asked to liaise with Cllr Craig to contact the remaining guests for the meal. The Clerk noted that there had been a good response for the call for volunteers and suggested holding a meeting with them shortly to confirm arrangements.

It was noted that one inflatable Christmas decoration had arrived and it was proposed and **RESOLVED** to order a second.

Cllr Palmer agreed to arrange the electrical checks directly with the electrician.

It was confirmed that the new pharmacy was happy to host a small Christmas tree.

A discussion was then held about Remembrance Day 2026. Cllr Palmer asked the Clerk to check with a further contact regarding the painted poppy. The Clerk confirmed that she had ordered a wreath. The Chair agreed to lay this at St Luke's Church on behalf of the Parish Council.

It was noted that the Villa would be approached to display the poppy canopy.

83. Planning Applications

There were no planning applications to consider.

84. Planning Decisions

There were no planning decisions to note.

85. Correspondence

The Clerk had previously circulated a list of correspondence, and she highlighted several items received after circulation. Cllr Nicholson agreed to complete the National Allotments Survey on behalf of the Parish Council.

86. Summary of Projects for Publication

It was suggested that key updates continue to be shared via Facebook, Instagram and the website. The meeting noted the following for sharing; Adopt a Street Litter Campaign – thanks to volunteers & link with Sharlston Against Litter, Christmas Events and SID updates.

87. Future Agenda Items

The Clerk reminded everyone to forward any items to her by 25th October.

88. Financial & Employment Matters

The Clerk had shared the bank balances as of 30th September 2026.

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

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

Supplier	Details	Amount/Type
PWLB Lending	Half-year PWLB loan payment	£4199.16 DD
Daniel Verity	Fitting of heritage bench	£380.00 bank transfer
YLCA	Talking Tables training – J Nicholson	£105 bank transfer
PKF Littlejohn LLP	Final AGAR / External Audit costs	£378.00 bank transfer

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	£33.54 DD
Emma King	Half-year expenses	TBC

The Clerk presented the final external audit report for noting and advised that this would be published on the website and notice boards.

There were no grant applications to consider.

The Clerk confirmed that there was nothing to report regarding fraudulent activity.

89. Date & Time of Next Meeting

It was proposed and **RESOLVED** that the next Meeting take place on Monday, 2nd November 2026 at 6.30 pm.

There being no other business the Chairperson thanked all for attending and closed the meeting at 8.15 pm.

Signed ……. Chairperson

Date ……..

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