

SITLINGTON PARISH COUNCIL

Mrs Julia Talbot CiLCA
Parish Clerk and
Responsible Financial Officer

Tel: 01924 261481
or 07771 113258

e-mail:
clerk@sitlingtonparishcouncil.gov.uk



Parish Office
Stevenson House
139 Netherton Lane
Netherton
WAKEFIELD
WF4 4HQ

31/01/24

Parish Council meeting public forum **7.00pm-7.15pm**

Sitlington Parish Council is committed to ensuring meetings are open and accessible to all and as such would invite anyone with accessibility issues to contact the Council, via the Clerk, ahead of meetings to make sure all needs are catered for. Thank you.

Summon and Agenda

Dear Councillors

You are respectfully summoned to attend the ordinary meeting of **Sitlington Parish Council** at **7.00pm** on **Tuesday 6th February 2024** at **Netherton Village Hall**.

1. Welcome and Apologies

1.1-To accept apologies and the reason for absence.

2. Public Admissions to Meetings Act (1960)

To consider, if thought fit, a resolution under the terms of the Public Admissions to Meetings Act (1960) to exclude members of the public and press from any item on the agenda which may be of a confidential nature of the business being transacted.

3.The chairs reminder of the council's expectations for the audio or visual recording of this meeting.

Standing Order 3(l), The recording of council and parish meetings is permitted under the Openness of Local Government Bodies Regulations 2014 but recording will be carried out in accordance with separate rules adopted by the local council to effectively and lawfully manage this activity

4. Members' Declarations of Interest

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

5. To approve the Minutes of the Ordinary meeting held on Tuesday 5th December 2023

5.1-To receive and approve the minutes of the ordinary Parish Council meeting of the parish council as a true and accurate record.

6. To receive an update on ongoing matters

6.1- To receive an update on the smiley SID funding application.

6.2-To receive an update on the cemetery gates.

6.3-To receive an update on the work required on footpath 4 to ease the flooding situation.

6.4-To receive an update on the fencing at Overton allotments.

7.Council to receive reports from:

- a) District Councilors
- b) Police (safe scheme)

8.Stevenson House committee

8.1-To receive any updates from Cllr Myers as the representative on the club committee

9. Finance Matters

9.1-To approve Internal controls carried out for December 2023/January 2024 against the payment schedule, invoices and the bank statements (31/01/24) carried out at the finance committee meeting.

9.2-To approve the list of invoices for December 2023 /January 2024 Payments totaling £10,605.90 December 2023-£5,421.90 -January 2024

9.3-To approve the bank reconciliation for January 2024 showing a total cash balance of £51,844.05 (31/01/24)

9.4-To note the budget to date.

9.5-To note the minutes of the finance meeting Monday 5th January 2024 and consider proposals and agree any action.

9.6-To consider any grant applications and agree outcome

9.7-To receive an update on banking switch and action required.

10.To appoint an internal auditor for the year end accounts.

11.Governance

11.1-To adopt a policy for the use of tablets and emails for council work by all.

11.2-To consider whether the Parish Council want to adopt a climate change policy.

11.3-To receive the calendar for 2024 for Parish Council and committee meetings.

12.To consider noticeboards in the parish and the need to present community information as well as Parish Council updates.

13.To consider the request from Horbury community group for a planter on the grass at the end of Sandy Lane (permission has been granted from Wakefield Council.) and agree action.

14.To consider funding streams for all Parish Council assets and support required.

15. To consider the Christmas lights for 2024 and agree action

16. Allotment and cemeteries

16.1-To review the cemetery regulations and agree changes regarding the buyback of plots and EROB.

17. Recreation and Leisure

Hartley Bank

17.1-To consider a request from a resident to grow vegetables at Hartley Bank (Cllr Fearnside)

18. Planning

18.1-To consider validated applications

18.2-To consider planning decisions.

18.3-To consider any appeals

19. Correspondence/training opportunities

To receive correspondence and details of any training opportunities

20. Working Together – Community, Parish Council and Police

20.1- To receive any updates from Councillors regarding: -

a. Denby Grange (Cllr Allott)

b. Youth Club (Cllr Shaw)

c. Thornhill Pools (Cllr Shaw)

d. Save Sitlington countryside (Cllr Shaw)

21. Staffing and Office matters

22. Matters of an urgent nature (for information only) or items for inclusion on agenda.

Tuesday 5th March 2024 -St Lukes church Hall Overton, the Ordinary meeting of the Parish Council.

Julia Talbot

Clerk to Sitlington Parish Council