

# SITLINGTON PARISH COUNCIL

**Mrs Julia Talbot CiLCA**  
**Parish Clerk and**  
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**Parish Office**  
**Stevenson House**  
**139 Netherton Lane**  
**Netherton**  
**WAKEFIELD**  
**WF4 4HQ**

25/03/24

## ***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 2<sup>nd</sup> April 2024** at **Netherton Village Hall**

### **1. Welcome and Apologies**

1.1-To accept apologies and the reason for absence.

1.2-To note the resignation of Cllr Morris and Cllr Fox and thank them both for their time in office.

### **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.

### **(Agenda item 18)**

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

Standing Order 3(I), 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 5<sup>th</sup> March 2024**

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 cemetery gates

6.2-To receive an update on moving the cemetery notice boards outside of the cemetery

6.4-To receive an update on community grants from Wakefield Council

6.5-To receive an update on Emroyd trees overhanging into resident gardens.

## **7.Council to receive reports from:**

a) District Councilors

b) Police (safe scheme)

To consider a report from a resident regarding noisy vehicles /anti-social behaviour Netherton Lane. (reported to safe scheme officer)

## **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 March 2024 against the payment schedule, invoices and the bank statements (31/03/24) carried out at the finance committee meeting.

9.2-To approve the list of invoices for March 2024 Payments totaling **£10,303.43** (25/03/24)

9.3-To approve the bank reconciliation for March 2024 showing a total cash balance of **£41,950.55** (25/03/24)

9.4-To note the budget to date.

9.5-To note the minutes of the finance meeting Tuesday 2nd April 2024 and consider proposals and agree any action.

9.6-To consider any grant applications and agree outcome

One grant application received from Sitlington Junior football club.

9.7-To receive information about recording the community infrastructure levy from Wakefield Council.

## **10.Governance**

10.1-To receive an update on the year end arrangements.

## **11.To receive an update on locations and costs for noticeboards in the parish and agree action.**

## **12.To consider a request for a bench in the ginnel from New Road to Ramsey Crescent.**

## **13.Allotment and cemeteries**

13.1-To receive a report on the allotments and cemeteries

13.2-To receive an update on the memorial garden and agree action.

## **14.Recreation and Leisure**

### **Hartley Bank**

14.1-To receive an update on the working group meetings and consider any proposed actions.

14.2-To receive any updates from the friends of Hartley bank

**15. Planning**

15.1-To consider validated applications

15.2-To consider planning decisions.

15.3-To consider any appeals

**16. Correspondence/training opportunities**

16.1-To receive correspondence and details of any training opportunities

16.2-To agree topics for whole council training (paperwork to be completed for the meeting)

**17. Working Together – Community, Parish Council and Police**

17.1- To receive any updates from Councillors regarding: -

a. Denby Grange (Cllr Allott)

b. Youth Club (Cllr Shaw)

c. Thornhill poors (Cllr Shaw)

d.Save Sitlington countryside (Cllr Shaw)

**18. Staffing and Office matters**

18.1-To receive a report on staffing.

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

**Tuesday 7<sup>th</sup> May 2024 6.30pm Annual Meeting of the Parish Council -St Lukes Church Hall, Overton.**

*Julia Talbot*

Clerk to Sitlington Parish Council