

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

30/03/26

Parish Council meeting public forum **6.30-6.45pm**

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 **6.30pm** on **Tuesday 7th April 2026** at **Netherton Village Hall**.

1. Welcome and Apologies

1.1-To receive and accept apologies noting 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 of the Parish Council held on Tuesday 3rd February and Tuesday 3rd March 2026

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 regarding the skip at NWB allotment site.
- 6.2-To receive an update on the notice board for NWB allotment site.

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/Smith on the club committee meeting.

9. Finance Matters

- 9.1-To approve Internal controls carried out for February and March 2026 against the payment schedule, invoices and the bank statements (31/03/26) carried out at the finance committee meeting.
- 9.2-To approve the list of invoices February 2026 -Expenditure (£ 12,881.31) Unity Trust (£0.00) HSBC
- 9.3- To approve the list of invoices March (30/3/26) 2026 -Expenditure (£10,210.61) Unity Trust (£0.00) HSBC
- 9.4-To approve the bank reconciliation for March (30/3/26) 2026 of showing a total cash balance. £45,224.90
- 9.5-To receive and note the budget to date (31/03/26) and year-end figures being prepared for Audit.
- 9.6-To receive the minutes of the finance meeting Tuesday 3rd March and Tuesday 7th April 2026 and consider any recommendations and agree to any action.
- 9.7-To consider any grant applications and agree outcome

10.Governance

- 10.1- To consider the proposals and quotes from companies providing HR and Health & Safety support for the council and agree action.
- 10.2-To receive an up on the requirements for the Annual Return and the requirements under new guidance of Assertion 10.
- 10.3-To consider and adopt an IT policy (to comply with Assertion 10)
- 10.4-To agree training required for the assertion 10 for officers and councillors.
- 10.5-To agree to update the bank mandate for council.
- 10.6-To consider the review and agree changes to the grant application for the Parish Council.
- 10.7-To receive an update on the appointed internal auditor for 2025/26

11.To receive an update on grant application from Wakefield Council.

12.To receive a report regarding the PC system for use at the village hall meetings and agree action.

13.To consider the upgrade of Enterprise AI productivity tool to improve efficiency and data protection for the council and policies required to support the use of AI.

14.Allotment and cemeteries

- 14.1-To approve the minutes of the allotment and cemetery committee meeting dated Tuesday 10th February 2026 and consider any recommendations.
- 14.2-To receive an update on the water supply at Netherton Windy bank site.
- 14.3-To consider number plaques for the allotments and agree action.

15.Recreation and Leisure

Hartley Bank

15.1-To approve the minutes of the Recreation and Leisure committee meeting dated Tuesday 17th March 2026 and consider any recommendations.

15.2-To receive an update on the pavilion and any action required.

16.Pinfold

16.1-To consider a request from a resident regarding the Pinfold parking lease spaces and agree with any action required.

17.Planning

17.1-To consider validated applications

17.2-To consider planning decisions.

17.3-To consider any appeals

18. Correspondence/training opportunities

18.1-To receive correspondence

19. Working Together within the community.

19.1- To receive any updates from Councillors regarding: -

a. Denby Grange (Cllr Allott)

b. Youth Club

c. Thornhill poors

d. Save Sitlington countryside

e. Netherton Village Hall management committee.

20. Staffing and Office matters

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

Future meetings.

Julia Talbot

Clerk to Sitlington Parish Council