

SITLINGTON PARISH COUNCIL

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26/11/25

Parish Council meeting public forum **6.30pm-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 2nd December 2025** at **St Lukes Church Hall, Overton.**

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(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 of the Parish Council held on Tuesday 4th November 2025

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 mandatory online training.
- 6.2-To receive an update on the 20MPH campaign for Middlestown Academy.
- 6.3-To receive an update on the noticeboards ordered.
- 6.4-To receive an update on the poppies added to cemetery gates.

7.Council to receive reports from:

- a) District Councilors
- b) Police (safe scheme)
- c) Wakefield Council Neighborhood Coordinator

8.Stevenson House committee

- 9.1-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 November 2025 against the payment schedule, invoices and the bank statements (30/11/25) carried out at the finance committee meeting.
- 9.2-To approve the list of invoices November 2025 to date Payment's totaling **£25,544.99(Unity Trust) £46.33 (HSBC)**
- 9.3-To approve the bank reconciliation for November 2025, showing a total cash balance of **£64,516.99(26/11/25)**
- 9.4-To receive and note the budget to date (31/010/25)
- 9.5-To receive the minutes of the finance meeting Tuesday 4th November 2025 and consider any recommendations and agree to any action.
- 9.6-To consider any grant applications and agree outcome
- 9.7-To receive the proposed budget and precept amount and consider any changes for the next PC meeting in February.
- 9.8-To consider and agree early payment of the January salary for Christmas.
- 9.9-To consider and agree delegated power to the Clerk and the finance committee until the February meeting

10.Goverance

- 10.1- To consider Peninsula's proposal of HR and Health & Safety support for the council and agree on an appropriate course of action.

11.To receive information regarding the location and for the bench for a long-serving retired Councillor and agree action.

12.Allotment and cemeteries

- 12.1-To consider memorials recently requested and agree action.
- 12.2-To consider the footpath quotes for Netherton Cemetery and agree action.
- 12.3-To consider a skip for the community plot and NWB and agree action.

13.Recreation and Leisure

Hartley Bank

- 13.3-To receive an update from the pavilion project consultation on Saturday 6th December 10-2pm at Netherton Village Hall.

14.Emroyd Common.

- 14.1-To receive an update on whole wood tree inspection and agree action.
- 14.2-To receive an update on the urgent work tree work in Emroyd woods.

15.To receive an update on the final arrangements for the Christmas lights switch on and confirm Councillor attendance

16.To receive an update on the installation of Smiley SID and agree 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

20.1-To receive an update on the Parish Office and any actions required.

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

Future meetings.

Julia Talbot

Clerk to Sitlington Parish Council