

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

28/05/25

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 **6.45pm** on **Tuesday 3rd June 2025** 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 and the Annual meeting of the Parish Council held on Tuesday 6th May 2025

5.1-To receive and approve the minutes of the ordinary Parish Council meeting of the parish council and the Annual 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 Mayors commendation event.

6.2-To receive an update on the other 2 noticeboards for the parish

6.3-To receive an update on the community pantry meeting.

6.4-To receive an update on the proposed Annual Parish meeting and confirm date, time and location.

6.5-To receive an update on the Emroyd notice board

6.6-To receive an update on the Parish Office.

7.Council to receive reports from:

a) District Councilors

b) Police (safe scheme)

8.To receive an update on the co-option of Parish Councillors for the Netherton Ward.

8.1-New Councillor to complete declaration of office and welcomed to the Parish Council.

8.2-To receive an update on the vacancy for the Netherton ward.

9.Stevenson House committee

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

10. Finance Matters

10.1-To approve Internal controls carried out for May 2025 against the payment schedule, invoices and the bank statements (31/05/25) carried out at the finance committee meeting.

10.2-To approve the list of invoices May 2025 Payments totaling **£15,959.18(Unity Trust) £45.00 HSBC)**

10.3-To approve the bank reconciliation for May 2025 showing a total cash balance of **£122,332.40(28/5/25)**

10.4-To receive the budget.

10.5-To receive the minute of the finance meeting Monday 2nd June 2025 and consider any proposals and agree any action.

10.6-To consider any grant applications and agree outcome

11.To consider a leaving gift /recognition for service for a long-term retired Councillor and agree action.

12.Allotment and cemeteries

12.1-To receive the minutes of the committee meeting 13th May and consider any recommendations

12.2-To consider the cemeteries and gardening aspects of the spaces and agree action

12.3-To consider the quote for the tree work at the bottom of Middlestown Cemetery and agree action, acknowledgement of the work carried out by the Admin Assistant to improve the CR in this area.

12.4-To consider the quote for the path between burial plots for Netherton Cemetery and agree action.

12.5-To consider the wood chipping required for the memorial garden at Middlestown cemetery and agree action.

13.Recreation and Leisure

Hartley Bank

13.1-To receive an update on the moving of the container and agree action.

13.2-To receive a quote from the grounds maintenance contractors for grass cutting of the Hartley Bank field during the football season and agree action.

Emroyd Common.

13.2-To receive any updated from the friends of Emroyd

14. Planning

14.1-To consider validated applications

14.2-To consider planning decisions.

14.3-To consider any appeals

15. Correspondence/training opportunities

15.1-To receive correspondence and details of any training opportunities

16. Working Together within the community.

16.1- To receive any updates from Councillors regarding: -

- a. Denby Grange (Cllr Allott)
- b. Youth Club
- c. Thornhill poor's
- d. Save Sitlington countryside
- e. Netherton Village Hall management committee.

17. Staffing and Office matters

17.1-To consider the costs involved to add a e sim to the Tesco mobile phone account and agree action.

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

Future meetings.

- Finance committee Monday 2nd June 2.00pm- Parish Office.
- Recreation & Leisure committee -Tuesday 17th June- 7.00pm NVH (change date to 24/6/25)

Julia Talbot

Clerk to Sitlington Parish Council