

# SITLINGTON PARISH COUNCIL

**Mrs Julia Talbot CiLCA**  
**Parish Clerk and**  
**Responsible Financial Officer**

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

26/02/26

## **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 3<sup>rd</sup> March 2026** at **St Lukes Church 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 3<sup>rd</sup> February 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.

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

- a) District Councilors
- b) Police (safe scheme) December and January.

## **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 February 2026 against the payment schedule, invoices and the bank statements (28/02/26) 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 bank reconciliation for February 2026 of showing a total cash balance. £53,015.54

9.4-To receive and note the budget to date (28/02/26)

9.5-To receive the minutes of the finance meeting Monday 2<sup>nd</sup> March 2026 and consider any recommendations and agree to any action.

9.6-To consider any grant applications and agree outcome

## **10.Goverance**

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 appoint an internal auditor.

10.6-To agree to update the bank mandate for council.

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

## **12.Allotment and cemeteries**

12.1-To approve the minutes of the allotment and cemetery committee meeting dated Tuesday 10<sup>th</sup> February 2026 and consider any recommendations.

12.2-To receive an update on the water supply at Netherton Windy bank site.

## **13.Recreation and Leisure**

### **Hartley Bank**

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

## **14.Pinfold**

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

## **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

**17. Working Together within the community.**

17.1- 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.

**18. Staffing and Office matters**

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

**Future meetings.**

*Julia Talbot*

Clerk to Sitlington Parish Council