

SITLINGTON PARISH COUNCIL

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27/08/25

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 2nd September 2025** at **Netherton Village Hall.**

1. Welcome and Apologies

- 1.1-To receive and accept apologies noting the reason for absence.
- 1.2-To welcome the co-opted new Parish Councillors filling the casual vacancy for Netherton.
- 1.3-To complete all required paperwork and present a welcome pack.

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 1st July 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

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 as the representative on the club committee

9. Finance Matters

9.1-To approve Internal controls carried out for August 2025 against the payment schedule, invoices and the bank statements (31/07/25) carried out at the finance committee meeting.

9.2-To approve the list of invoices August 2025 to date Payments totaling

£2,453.07(Unity Trust) £110.40 HSBC)

9.3-To approve the bank reconciliation for August 2025 showing a total cash balance of **£107,604.21 (27/8/25)**

9.4-To receive and note the budget to date (31/7/25)

9.5-To receive the minute of the finance meeting Monday 1st September 2025 and consider any recommendations and agree to any action.

9.6-To consider any grant applications and agree outcome

10.Goverance

10.1-To receive the conclusion of the year end accounts from the external audit.

10.2-To receive an update on policies and documents of the Parish Council and how they can be accessed for reference.

11.To agree location and budget for the bench for a long-term retired Councillor

12.Allotment and cemeteries

12.1-To receive the minutes of the allotment and cemetery committee and consider any recommendations.

12.2-To receive an update on the tree overhanging the CR plots at Middlestown cemetery and agree action.

13.Recreation and Leisure

Hartley Bank

13.1-To receive the pavilion subcommittee minutes and consider and agree recommendations.

13.2-To receive an update regarding the contents of the container and agree action on storage solutions.

13.3-To receive an update on the junior football team and the upcoming season arrangements.

13.5-To agree a template letter to send Balk Lane residents informing them of the arrangements for the football.

13.6-To receive an update on painting of the pavilion by a volunteer team.

14.Emroyd Common.

14.1-To consider a whole wood tree inspection and agree action.

14.2-To receive an update on the notice board in Emroyd.

15.Pinfold

15.1-To receive information relating to the pinfold wall and consider any actions required.

16.Litter picking

16.1-To receive an update regarding the litter picking (Cllr Smith) and the purchase of signage to ensure health and safety.

17.To consider nominations for the citizens award and agree a format for presentation.

18.To receive an update on team building for the parish Council and agree any action required.

19.Planning

19.1-To consider validated applications

19.2-To consider planning decisions.

19.3-To consider any appeals

20. Correspondence/training opportunities

20.1-To receive correspondence

20.2-To consider training opportunities to support the role of Parish Councillor and agree actions.

21. Working Together within the community.

21.1- 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.

22. Staffing and Office matters

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

Future meetings.

Julia Talbot

Clerk to Sitlington Parish Council