

SITLINGTON PARISH COUNCIL

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30/10/25

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 4th November 2025** at **Netherton Village Hall.**

1. Welcome and Apologies

- 1.1-To receive and accept apologies noting the reason for absence.
- 1.2-Presentations of the citizens awards for 2025.

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 7th October 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 grant funding for the Open age football team.

6.2-To receive an update on the knitted/crocheted poppies from remembrance Sunday.

6.3-To receive information regarding mandatory online training.

6.4-To receive an update on the location for Smiley SID in Netherton.

6.5-To receive an update on the Christmas lunch at St Lukes.

7. To note the filling of a casual vacancy and to welcome the new Parish Councillor.

7.1-Complete all required paperwork.

8.Council to receive reports from:

a) District Councillors

b) Police (safe scheme)

c) Wakefield Council Neighborhood Coordinator

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 October 2025 against the payment schedule, invoices and the bank statements (31/10/25) carried out at the finance committee meeting.

10.2-To approve the list of invoices October 2025 to date Payment's totaling

£10,542.37(Unity Trust) £0.00 (HSBC)

10.3-To approve the bank reconciliation for October 2025, showing a total cash balance of **£88,342.52 (29/10/25)**

10.4-To receive and note the budget to date (30/09/25)

10.5-To receive the minutes of the finance meeting Tuesday 4th November 2025 and consider any recommendations and agree to any action.

10.6-To consider any grant applications and agree outcome

10.7-To nominate a member of the finance committee.

11.Goverance

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

11.2-To agree to sign the agreement between the Parish Council and the West Yorkshire Combined Authority for the safe scheme 2025/26.

12.To receive information regarding the location and budget for the bench for a long-term retired Councillor and agree action.

13.Allotment and cemeteries

13.1-To consider flowers for the unmarked graves at Netherton Cemetery and agree action.

13.2-To consider arrangements for fruit tree planting on the community plot at Netherton Windy Bank.

13.3-To receive an update on the allotment tenants meeting and consider any proposals from the tenants.

14.Recreation and Leisure

Hartley Bank

14.1-To Approve the minutes of the Recreation & Leisure committee and receive an update on actions to date.

14.2-To consider a further proposal from Batley CC and agree to any action or further information required.

14.3-To receive an update from the pavilion project subcommittee.

14.4-To consider a request for a memorial bench on the community field at Hartley bank and agree action.

15.Emroyd Common.

15.1-To receive an update on whole wood tree inspection and agree action.

16.To consider final arrangements for the Mayors commendation event.

17.To consider the arrangements for the Christmas light switch on and agree actions.

18.Planning

18.1-To consider validated applications

18.2-To consider planning decisions.

18.3-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.

f. To consider supporting the 20MPH campaign for outside Middlestown Academy.

20. Staffing and Office matters

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

20.2-To consider a further mobile phone for the Parish Council due to working from home and agree action.

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

Future meetings.

Julia Talbot

Clerk to Sitlington Parish Council