



**MINUTES OF THE ORDINARY MEETING OF  
SITLINGTON PARISH COUNCIL  
TUESDAY 6<sup>th</sup> February 2024**

**Netherton Village Hall**

**PRESENT:**

Cllr Allott (Chair) Cllr Fearnside (Vice Chair), Cllr Allott-Ratcliffe, Cllr Crow, Cllr Myers, Cllr Ingham, Cllr Smith, Cllr Morris, Cllr Dickinson, Cllr Shaw.

**ATTENDING:**

Parish Clerk – Mrs. J Talbot

Members of the public 2

District Councillors -Cllr Harvey, Cllr Byran

Representatives of Save Sitlington

A Nicholls-Proposed Labour candidate for rural ward 18 (2024)

**Public forum**

A resident attended to request land available for community allotments.

**Save Sitlington**

Representatives of save Sitlington attended the meeting to present an update on the planning application.

**23/01113/FUL**-New Hall Farm New Hall Lane Overton Wakefield WF4 4RP

Installation of renewable energy generating station comprising ground-mounted photovoltaic solar arrays together with substation, transformer stations, site accesses, internal access tracks, security measures, access gates, other ancillary infrastructure and landscaping and biodiversity enhancements.

All updates will be added to the Parish Council website.

**168/0124-Welcome and Apologies**

a. To receive and accept apologies.

Cllr Fox – Apologies received and accepted by the Parish Council

**169/0124-The chairs reminder of the council's expectations for the audio or visual recording of this meeting.**

Noted-Recorded for administration.

**170/0124 Members Declarations of Interest**

a. To receive disclosures of personal and prejudicial interests from Councillors on agenda items.

None declared.

**171/0124.Public Admissions to Meetings Act (1960)**

No matters for exclusion of the public and press.

Sitlington Parish Council ordinary council meeting 06/02/24

Chair

Date

**172/0124.To Approve the Minutes of the ordinary meeting held on Tuesday 6<sup>th</sup> December 2023**

a. To receive and approve the minutes of the ordinary Parish Council meeting.

**It was resolved** that the minutes of the meeting were a true and accurate record of the meeting and duly signed by the chair.

**Proposed by:** Cllr Shaw

**Seconded by:** Cllr Myers

**173/0124. To receive an update on ongoing matters**

a- To receive an update on the smiley SID funding application.

The Application needs to be completed by the district councillors giving their support.

Cllr Harvey confirmed this can be done via email.

b-To receive an update on the cemetery gates.

The Clerk investigating companies and designs suitable.

c-To receive an update on the work required on footpath 4 to ease the flooding situation.

A concrete hump has been added beyond the gate at Emroyd to direct the water coming down the footpath into the drain.

d-To receive an update on the fencing at Overton allotments.

Clerk meeting with contractors to obtain quotes. Cllr Morris requested to attend.

**174/0124.Council to receive reports from: -**

a) District Councillors

Cllr Harvey updated the meeting on Wakefield Council's budget proposals.

Noting the diversion of footpath 30 at Midgley.

Cllr Bryan updated the meeting on the two proposed crossings in the parish for 2024/25  
On Sandy Lane and Netherton Lane.

b) Police (safe scheme) The report received.

Two reports received since the last meeting, contents of the reports considered and targeted actions.

Issues around Middlestown Academy at school times with concerns about dangerous driving.

A Police presence was requested by the Parish Council.

Bogus charity workers in the parish-concerned raised and action required to support residents.

Cllr Crow to approach the Police safe scheme officer with targeted concerns.

**175/0124.Stevenson House committee**

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

Cllr Myers updated the meeting on the recent committee meeting of the club.

The club are considering upgrading of the toilets and the costs involved.

**176/0124.Finance**

a-To approve Internal controls carried out for December 2023/January 2024 against the payment schedule, invoices and the bank statements (31/01/24) carried out at the finance committee meeting. Cllr Fearnside carried out the internal controls and confirmed the figures were correct for December 2023 and January 2024.Two invoices were missing from Tesco mobile. Clerk to print and add to the file for the next finance meeting.

Sitlington Parish Council ordinary council meeting 06/02/24

Chair

Date

b-To approve the list of invoices for December 2023 /January 2024 Payments totaling £10,605.90 December 2023-£5,421.90 -January 2024-**Agreed**

c-To approve the bank reconciliation for January 2024 showing a total cash balance of £51,844.05 (31/01/24) **Agreed**

d-To note the budget to date. Noted

e-To note the minutes of the finance meeting Monday 5th January 2024 and consider proposals and agree any action. No actions or recommendations from the finance committee.

f-To consider any grant applications and agree outcome-None received

g-To receive an update on banking switch and action required.

ID has been requested form the bank for a number of councillors, all requested information now received and will be sent to the new bank.

#### **177/0124. To appoint an internal auditor for the year end accounts.**

The meeting considered the proposals for an internal auditor.

It was agreed to appoint J Winham for 2023/24-year end audit.

**Proposed by** Cllr Myers

**Seconded by** Cllr Morris

#### **178/0124. Governance**

a-To adopt a policy for the use of tablets and emails for council work by all.

It was resolved to adopt the policy for tablets and emails.

**Proposed** by Cllr Crow

**Seconded** by Cllr Fearnside

b-To consider whether the Parish Council want to adopt a climate change policy.

The Parish Council considered the powers to reduce climate change and whether a policy is required. Further consideration to be made.

c-To receive the calendar for 2024 for Parish Council and committee meetings.

Received.

#### **179/0124- To consider noticeboards in the parish and the need to present community information as well as Parish Council updates.**

Cllr Smith updated the meeting on her findings, considered were the locations, costs and sizes of the notice boards.

Locations considered, with a suggestion of adding some notice boards to the Sitlington planters.

#### **180/0124- To consider the request from Horbury community group for a planter on the grass at the end of Sandy Lane (permission has been granted from Wakefield Council.) and agree action.**

Permission has been received from Wakefield Council to place a new planter at the start of Sandy Lane on WMDC land.

This was requested by Horbury community group and who have confirmed they will plant and maintain the planter.

It was resolved for the Parish Council to purchase a new planter from the original contractor to ensure consistency of the planters.

**Proposed** by Allott-Ratcliffe

**Seconded** by Cllr Myers

**181/0124- To consider funding stream for all Parish Council assets and support required.**

The clerk updated the meeting, no contact has been made.

**182/0124- To consider the Christmas lights for 2024 and agree action**

It was resolved to purchase new battery powered Christmas lights for 2024 to an estimated costs of £150.

**Proposed** by Cllr Fearnside

**Seconded** by Cllr Smith

**183/0124- Allotments and Cemetery committee**

a-To review the cemetery regulations and agree changes regarding the buyback of plots and EROB.

The Parish Council agreed the revisions to the cemetery regulations and resolved to agree the additional sections to include a section on buying back of plots from grave owners.

**Proposed** by Cllr Dickinson

**Seconded** by Cllr Allott-Ratcliffe

**184/0124 Recreation and Leisure**

17.1-To consider a request from a resident to grow vegetables at Hartley Bank (Cllr Fearnside)

Cllr Fearnside updated the meeting on the details of a residents wanting a community allotment space (see public forum)

It was agreed further research was required by the clerk.

**185/0124.Planning**

a-To consider validated applications

b-To consider planning decisions.

**Planning February 2024 updated 01/02/2024**

<b>Planning applications validated</b>	
<b>23/02349/FUL</b>	Address 31 Coxley View Netherton Wakefield WF4 4LY Demolition of existing extension to rear and replace with single storey extension and changes to existing openings to side and rear of existing dwelling
<b>23/01856/CPL</b>	17 New Road Middlestown Wakefield WF4 4NW Detached outbuilding (see proposed plans for details)
<b>23/02337/FUL</b>	Gate Farm Wood Lane Overton Wakefield WF4 4RQ Retrospective Planning Application for Boarding Cattery (Variation to Approved 13/00900/FUL)

<b>Netherton</b>	
<b>23/02268/FUL</b>	64 Blacker Lane (Land to Rear) Netherton Wakefield WF4 3DW

Sitlington Parish Council ordinary council meeting 06/02/24

Chair

Date

Construction of new detached bungalow and associated works including upgrade to existing track and access. Partial demolition of stable block, demolition of timber outbuilding and removal of storage containers <b>Awaiting Decision</b>
<b>21/00289/S7301</b> -139 Blacker Lane Netherton Wakefield WF4 4EZ Variation of condition 5 (Provision of Hard Surfacing) imposed upon approved planning application 21/00289/FUL dated 09.06.21 (Erection of two storey side extension to form annex accommodation to the ground floor with associated works. Lifting of Eaves and Ridge of existing bungalow (20/02140/ADS), Lifting eaves and ridge of existing detached garage. Erection of single storey porch. And new vehicular access to the side). <b>Application refused</b>
<b>23/00600/FUL</b> -Windybank Farm 121 Upper Lane Netherton Wakefield WF4 4HX- CONVERSION AND SMALL REPLACEMENT EXTENSIONS TO BARN-TO CREATE ONE DWELLING- <b>Awaiting Decision</b>

<b>Middlestown</b>
<b>23/01873/FUL</b> -Address 56 Sandy Lane Middlestown Wakefield WF4 4PN CHANGE OF USE OF LAND TO DOG TRAINING INCLUDING ERECTION OF KENNELS, HARD STANDING AND FENCING (RETROSPECTIVE) <b>Application refused</b>
<b>23/00275/FUL:</b> Wicken Tree Bungalow Wicken Tree Lane Middlestown Wakefield WF4 4TZ-Stables and tack room for private use only (retrospective) /Appeal logged 3/5/23 Application refused. <b>23/00015/REF-Appeal Lodged against refusal.</b> <b>(In Progress 02/11/23) Allowed subject to conditions</b>
<b>23/01966/CPL-</b> 32 Cross Road Middlestown Wakefield WF4 4QE Alteration of front garage door to a window and door. <b>Application Approved.</b>

<b>Midgley</b>
<b>20/00162/SUB01</b> -Land at Top Farm Stocksmoor Road Wakefield Midgley WF4 4JQ-Proposal: DISCHARGE OF CONDITION 3 COAL MINING RISK ASSESSMENT, CONDITION 4 CONTAMINATION, CONDITION 5 CONSTRUCTION, CONDITION 6 BUILDING LEVELS, CONDITION 7 SOFT LANDSCAPING, CONDITION 8 MATERIALS, CONDITION 11 HARD LANDSCAPING, CONDITION 12 BOUNDARY SCREENING AND CONDITION 13 RADON TREATMENT FOR APPROVED APPLICATION 20/00162/FUL. <b>Awaiting Decision</b>

<b>Overton</b>
<b>23/01113/FUL</b> -New Hall Farm New Hall Lane Overton Wakefield WF4 4RP

Sitlington Parish Council ordinary council meeting 06/02/24

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<b>23/01719/FUL</b> -Address the Barn Wood Lane Overton Wakefield WF4 4RQ Proposed single storey extension to rear and single storey porch canopy to front.
• <b>23/00332/EIASO</b> -New Hall Farm New Hall Lane Overton Wakefield WF4 4RP Solar Farm (23/3/23) EIA required
• <b>22/02332/EIASO</b> -New Hall Farm (Land At) New Hall Lane Overton Wakefield WF4 4RP-Solar Farm EIA required.

### **186/0124- Correspondence/training opportunities**

- a. To receive correspondence and details of any training opportunities
  - YLCA-Various training opportunities.
  - Weekly planning lists
  - Wakefield Council -agenda for council
  - Wakefield Council-Christmas lights steering group
  - NALC-Newsletters
  - YLCA-White Rose newsletter
  - YLCA-Law and Governance.
  - YLCA-Log in website
  - Resident-setting up of a junior football club in Netherton.

### **187/0124-Working Together – Community, Parish Council and Police and agree action.**

- a- To receive any updates from Councillors regarding: -
  - (i). Denby Grange -Nothing to report no meeting
  - (ii) Youth Club-An additional session has been added on a Tuesday evening for girls.
  - (ii) Thornhill poors -Cllr Shaw updated the meeting.
  - (iv)Save Sitlington countryside-update in the public forum.

### **188/0124 Staffing and Office matters**

The clerk updated the meeting on staffing matters in the office.  
Nothing to report.

### **189/0124 Matters of an urgent nature (for information only) or items for inclusion on the agenda for Tuesday 6<sup>th</sup> March 7.00pm-St Lukes Church Hall.**

**To be added to the next agenda:** - to consider the closing of the gate at the bottom of Middlestown Cemetery to deter dog walker using the cemetery.

**Meeting end: 8.55pm**

Sitlington Parish Council ordinary council meeting 06/02/24

Chair

Date