



**MINUTES OF THE ORDINARY MEETING OF
SITLINGTON PARISH COUNCIL
TUESDAY 4th MARCH 2025**

St Lukes Church Hall
Overton
6.30pm

PRESENT: Cllr Allott (Chair) Cllr Fearnside, Cllr Crow, Cllr Smith, Cllr Ingham. Cllr Shaw. Cllr Myers, Cllr Dickinson.

ATTENDING:

Parish Clerk – Mrs. J Talbot

District Councillors-Cllr Harvey, Cllr Nicholls.

Residents 14

(3 members of friends of Hartley bank)

(2 representative of the Sitlington JFC)

Public forum

- **Residents of Balk Lane** attended the meeting, stating they had been invited.
- **Concerns** were raised regarding the football team playing at the Hartley Bank community field, with residents feeling their concerns when raised had been **ignored**.
- **Parking and traffic issues** were discussed, with residents noting that **Balk Lane is not a public highway** and only access is allowed.
- Concerns were also raised regarding **shouting, swearing, and general behaviour of the junior football team**.
- Residents highlighted that the **original vision** of the Friends of Hartley Bank was to create a **community space**, and the **football team's presence was not part of the original plan**.
- It was noted that the area was originally designated for **cricket use**. The clerk noted in the deeds it states it is a recreation field as designated by NCB. The land register document now states land off Balk Lane not the cricket field.
- Residents stressed that they **should be treated with respect** and that their concerns about the space should have been acknowledged.
- A **letter from the football manager** was sent to **Balk Lane residents** as requested by the Parish Council.
- **Reference was made to the minutes dated 05/11/24**, with discussion on the **change of use** and email support from residents for the junior football to be played on the pitch.
- A working group **meeting with the Friends of Hartley Bank and the Parish Council** was raised.
- The **Junior football club's Facebook page** was discussed, with **Facebook posts read aloud** during the meeting.

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- It was noted that residents **are not opposed to football being played**, but **do not want a clubhouse or pavilion** in this space.
- **Residents of High Ridge** also raised concerns about **football being played at Hartley Bank**, particularly regarding:
 - **Parking issues noted** on High Ridge, including blocked driveways and restricted access.
 - **Noise levels** on Balk Lane noted
 - **Welfare of the green space and potential damage to the grass.**
- **Residents requested that the football should be paused** until all concerns are addressed.
- It was noted that the Parish Council and the **process may be reported to the Monitoring Officer.**
- **Traffic concerns on Blacker Lane** were also raised, including **high traffic volume and parking issues. Blocked access was discussed**, and residents were advised that these issues **should be reported to the police.**
- The **Chair acknowledged the concerns** and stated that the Parish Council would **take them into consideration.**

- **Community Food Bank Initiative:**
 - A food bank was raised as a needed resource in the community.
 - Residents volunteered to support the initiative, and donation points were discussed.
 - A food pantry and pet food bank were also suggested, with several drop-off locations mentioned.

392/0325-Welcome and Apologies

The Chair welcomed the meeting and outlined the code of conduct.

Apologies were received from Cllr Allott-Ratcliffe and Cllr Flyes, apologies were received and accepted by the Parish Council.

Apologies also received from District Cllr Jordan

393/0325-The chairs reminder of the council's expectations for the audio or visual recording of this meeting.

Noted-Recorded for administration.

394/0325 Members Declarations of Interest

a. To receive disclosures of personal and prejudicial interests from Councillors on agenda items. None declared.

395/0325.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.

396/0325.To Approve the Minutes of the ordinary meeting held on Tuesday 4th February 2025.

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

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Proposed: Cllr Ingham

Seconded: Cllr Fearnside

397/0325. To receive an update on ongoing matters

a-To receive an update on a PA system for Netherton Village Hall PC meetings. establish how Further investigations will be required to establish how many microphones will work with the PA system; to purchase stands so they can be placed around the room to pick up everyone speaking.

b-To receive an update on the white lines on the crossroads at Middlestown.

The Clerk updated the meeting the matter has been raised with Wakefield Council and they have confirmed that the utilities will restore anything disturbed during the works.

398/0325.Council to receive reports from: -

a) District Councillors

Cllr Harvey

Updated on the solar farm for the inquiry and noted that she will be speaking at the inquiry commencing 25th March 2025

The budget and spending at Wakefield Council raised.

Chair raised the temporary bus stops on New Road, Cllr Harvey noted that access a bus can be arranged. Cllr Harvey to arrange.

Cllr Nicholls

Full Wakefield Council budget setting meeting has taken place this week.

b) Police (safe scheme) Safe scheme received and considered

Hard Copies presented to the meeting

The Police safe was discussed, raised were parking issues at High Ridge with the Police Safe Scheme Officer.

Targeted areas discussed.

Speeding tickets noted in the report in targeted areas by the Parish Council.

399/0325.Stevenson House committee

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

Chair requested a club committee meeting, Clerk to action.

Cllr Myers updated the meeting and a request from the club when they can access the funds to refurbish the toilets. Once the work commences the funds will be released.

400/0325.Finance Matters

a-To approve Internal controls carried out for February 2025 against the payment schedule, invoices and the bank statements (28/02/25) carried out at the finance committee meeting. Cllr Myers carried out the internal check at the finance committee meeting.

b-To approve the list of invoices February 2025 Payments totaling **£9,734.87(Unity Trust) £905.00 HSBC)** The list of invoices reviewed and recommended to the Parish Council as a correct record.

b-To approve the bank reconciliation for February 2025 showing a total cash balance of **£48,778.49**

The details of the bank reconciliation noted and approved as a true record of the bank balances for month ending February 2025

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c-To receive the budget and note any updates. No updates as January input needs to be completed.

d-To receive an update on the finance meeting Monday 3rd March 2025 and consider any proposals and agree any action.

Recommendations

The committee considered the internal auditors report and the actions required.

£500 purchase order spend.

e-To consider any grant applications and agree outcome

None received.

401/0325.Governance

a-To receive the policy action plan for 2025-defer to Annual meeting of the Parish Council (May)

b-To receive an update on the actions from 2023/24 internal audit report.

The Clerk updated the meeting on the actions to date and further actions required.

c-To receive information on the casual vacancies and co-option a suitable candidate

An interview has taken place with a further one to be arranged.

402/0325. To receive tender documents for the grounds maintenance contract and agree action.

Three tenders have been received to be considered, hard copies presented of all three costing to the Parish Councillors.

The council considered all the tenders documents and the value for money.

It was **resolved** to go with number one tender.

This is the current grounds maintenance contractor and will proceed for the next three years, to be reviewed annually.

403/0325- To receive quotes to purchase four grit bins in residents suggested locations and agree action.

Grit Bin quotes

Company	Bin details (115 Litre)	Costings
Roadware	Black if you purchase over 3 you get £3 discount.	-£98.34 including VAT
Kingfisher Direct	including VAT black with yellow lid	-£112.74
Zoro	Yellow Bin	-£169.99 including VAT

It was **Resolved** to go with quote one for value for money and in Black -Four bins required.

Locations to be confirmed. Permission maybe required to add to the highway.

Total cost £390.36 for four bins.

404/0325- To receive an update on the letter to Wakefield Council chief Executive to raise concerns regarding the Christmas lights provision 2023 and the erecting of a VAS sign in the parish.

Letter completed will send out to Parish Councillors for approval and then send to the chief executive.

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405/0325- Allotment and cemeteries

a-To receive the minutes of the Allotment & Cemetery meeting and any recommendations.

Recommendations

- It was agreed to not have a bug hotel in Netherton Cemetery.
- The edging stones to be the only memorial garden and families encouraged to buy a plant for the garden. Bird boxes were also considered as an additional memorial for both cemeteries.
- The committee agreed no kerbstones should be added in section F at Netherton cemetery.
- It was agreed the tree should be removed on plot 16/17 at Netherton Windy bank. Permissions and quotes will be required.
- Having a clearer plan for volunteers to carry out the maintenance on the community plot on Netherton Windy bank allotment site. Cllr Smith to discuss at the allotment meeting.

406/0325- Recreation and Leisure

Hartley Bank

Hartley Bank

a-To receive an update on the architect meeting to understand the process to ensure transparency and focus to the project.

Cllr Fearnside, Cllr Smith, attended the meeting with the architect to discuss the business side of the contract.

Cllr Fearnside update the council about the meeting with the architect, raised was public consultations for the future plans. It was noted that this will need to take place to obtain community input grant funding. A committee format will be agreed at the Recreation & Leisure committee.

This will allow all interested parties to work together through the consultation period.

Items below discussed at the meeting to have a clearer idea of the process.

- 1) *Organisation of Topographic Survey*
- 2) *Site Visit and Measured survey*
- 3) *Initial discussion with working group of the parish council*
- 4) *Compilation of initial design options looking at different building layouts, elevation styles and material finishes*
- 5) *Design review with working group and wider public consultation*
- 6) *Drafting of final scheme following working group and public feedback*
- 7) *Draft a final planning pack ready for submission to local planning authority*
- 8) *Submission and oversight of planning application with Wakefield planning department.*
- 9) *After planning approval is gained, we would review approved scheme with working group prior to detailed construction drawings*
- 10) *we would then prepare a fully working construction drawing package that can be used for pricing and tendering purposes as well as the construction stage.*
- 11) *we would arrange any third-party consultants that you might require, costs for third party consultants would have to be covered by the parish council*
- 12) *Once all third-party consultant works are complete, we would then submit all information to building control for their approval. They would approve all of these details prior to works commencing on site and would visit site usually four- or five-times during construction to ensure works are in line with their expectations and standards.*

b-To receive an update on the Junior Football team using the community field at Hartley bank.

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The football team representative provided an update to the meeting:

- The football team has completed grass cutting and will commence play on **Sunday, 9th March**.
- There are currently **40 children** signed up to the club.
- Matches will take place on **Sunday mornings** and will last **50 minutes**, with use of the pavilion after the games for refreshments.
- The facility was noted as an **excellent asset** for the community.
- Parking and traffic will be **carefully monitored** to ensure minimal disruption.
- **Blacker Lane will remain unaffected**, as no parking will be permitted on **Balk Lane or surrounding areas**. Allocated parking will be at **Netherton Sports & Social Club**.
- Concerns were raised regarding **parking and behaviour**. The team expressed their commitment to **working with residents** to ensure the smooth running of match days.
- A resident raised a query regarding **risk assessments**. The Parish Council confirmed that **risk assessments are in place** for the pavilion and community field, and the football team also conducts **match-day risk assessments**.

c- To consider how we improve communication with residents around Hartley Bank community field and pavilion and agree action required

- The Parish Council has received multiple complaints regarding the junior football team playing on the field. Councillors have been CC'd into all the correspondence, and the residents were present at the meeting to discuss their concerns.
- The **Chair** asked residents for their views on the use of the field. The deeds state it is a recreation ground and the land register documents now state lane off Balk Lane.
- It was highlighted that a decision cannot be overturned for six months as it was passed as a resolution.
- High Ridge residents expressed concerns that they were not consulted regarding the decision. Concerns were raised about emergency service access.
- A parking warden will be in place on match days to ensure no vehicles access Balk Lane
- Advice will be sought regarding the placement of cones on highways.
- The Chair acknowledged the importance of public participation in both the public forum and council meetings.
- Any illegal parking issues should be reported directly to the Police.
- The Chair proposed an extraordinary meeting, which was agreed upon by all members. The meeting is scheduled for Thursday, 13th March, with the venue to be confirmed the meeting will focus on discussing the pavilion and community field

d-To receive an update on the telephone box at Middlestown and agree action.

The clerk confirmed the school wish to continue adding displays in the old telephone box.

e-To confirm the rearranged date for the Recreation & Leisure committee meeting.

Tuesday 25th March confirmed.

15.6-To receive an update on the moving of the container and the provisions that will need to be in place, including informing all residents around this area.

A permit would be required to close the lane for a short amount of time with a cost of £1,040.00. Cllr Dickinson had spoken to the contractor and a further solution is being considered.

Residents to be informed once all is confirmed.

Cllr Dickinson to follow up and reported to the Recreation & Leisure committee.

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407/0325.Planning**a-To consider validated applications**

Planning applications validated
24/02211/LBC -6 Farm Mount Netherton Wakefield WF4 4TS Replacement of window with door
25/00260/FUL -Address Land Off Netherton Lane, Wakefield WF4 4HP Erection of small shed on site.
25/00300/FUL -Land Off Stocksmoor Road Midgley Wakefield WF4 4JQ Change of use to two secure dog walking fields with new access, parking area and associated fencing and gates.

b-To consider planning decisions.

Netherton
24/01971/TPO -163 Netherton Lane Netherton Wakefield WF4 4HL Crown Reduce 2 trees T1 and T2 to provide clearance to the building roof. Approved
24/01546/FUL -135 Upper Lane Netherton Wakefield WF4 4HY Removal of existing shed at the front of the dwelling for the relocation of existing shed from the side to the front of the dwelling. Awaiting Decision
24/01546/FUL -135 Upper Lane Netherton Wakefield WF4 4HY Erection of replacement detached shed to side (retrospective) Awaiting Decision
24/00981/FUL -5 Strands Court Netherton Wakefield WF4 4JB Conversion of existing barn/workshop into a single self-build dwelling along with associated works Approved
25/00068/CPE -64 Blacker Lane (Land To Rear) Netherton Wakefield WF4 3DW The continuous use of land for equestrian purposes, and the use of storage containers in association with this use. Awaiting Decision

Middlestown
24/00694/ENFAPP -Land North Western of Sandy Lane Middlestown Wakefield WF4 4PN Enforcement appeal Awaiting Decision
24/01108/FUL -Middlestown Primary Academy Cross Road Middlestown Wakefield WF4 4QE Proposed erection of Modular Classroom building. Approved
24/01287/FUL -36 Coxley Lane Middlestown Wakefield WF4 4PU Conservatory to rear. Awaiting Decision
24/01287/FUL -36 Coxley Lane Middlestown Wakefield WF4 4PU Conservatory to rear Awaiting Decision
23/00767/SUB01-4 Coxley Lane Middlestown Wakefield WF4 4PU Discharge of Condition 3 (Drainage), Condition 4 (Materials), Condition 5 (Wheel Wash), Condition 7 (Landscaping), Condition 8 (Bat), Condition 12 (Radon), Condition 13 (Animal Waste Management Plan) from approved application 23/00767/FUL- Awaiting Decision

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<p>24/02155/FUL-Land Off Sandy Lane Middlestown Wakefield WF4 4PN Detailed Planning Application for 3no Stables and a Tack Room and Associated Works Awaiting Decision</p>
<p>24/02101/FUL-121A Sandy Lane Middlestown Wakefield WF4 4PR Pitched roof, two storey side extension and partial internal garage removal to provide living/dining space, utility and entrance lobby to ground floor and dressing room with ensuite to master bedroom at first floor Approved</p>
<p>23/00315/SUB01-6 Carr Lane Middlestown Wakefield WF4 4QJ Discharge of Condition 3 (Finished Floor Levels), Condition 4 (Site Investigations), Condition 5 (Materials), Condition 6 (Landscaping) and Condition 7 (Boundary Treatment) from approved application 23/00315/FUL Awaiting Decision</p>

<p>Midgley</p>
<p>20/00162/SUB01-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. Awaiting Decision</p>
<p>24/01821/FUL-Stocksmoor Grange Bungalow Stocksmoor Road Midgley Wakefield WF4 4JQ Proposed single storey side extension Approved</p>
<p>24/01821/NMC01-Stocksmoor Grange Bungalow Stocksmoor Road Midgley Wakefield WF4 4JQ Non-material amendment to approved application 24/01821/FUL dated 11.12.2024 [Proposed single storey side extension] to enable a change to the width and length of the single storey side extension, including window opening alterations to the rear elevation of the extension. Approved</p>

<p>Overton</p>
<p>• 23/00332/EIASO-New Hall Farm New Hall Lane Overton Wakefield WF4 4RP Solar Farm (23/3/23) EIA required-Unknown</p>
<p>• 22/02332/EIASO-New Hall Farm (Land At) New Hall Lane Overton Wakefield WF4 4RP-Solar Farm EIA required. Unknown</p>
<p>21/02438/SUB01-Gate Farm Wood Lane Overton Wakefield WF4 4NZ Discharge of Condition 3 (Coal Authority), Condition 4 (Remediation), Condition 5 (Materials) and Condition 6 (Bats) from approved application Awaiting Decision</p>
<p>24/00101/OUT-Reindeer Inn Public House 204 Old Road Overton Wakefield WF4 4RL Application for the demolition of existing Public House and development of 4no. dwellings, outline application to include access and scale only with all other matters reserved. (amended description) Awaiting Decision</p>

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24/01957/FUL -Gate Farm Wood Lane Overton Wakefield WF4 4NZ Erection of Cattery Building (part-retrospective) Approved

c-To consider any appeals

Appeals

24/00051/REF

Alternative Reference: PP-12229821

Address: New Hall Farm New Hall Lane Overton Wakefield WF4 4RP

Nature: 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

Status: Appeal Lodged

Appeal Type: Appeal Against Refusal

4725/W/24/3354032 -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. **Public inquiry reference and documents.**

Status Awaiting decision

d-To receive and update on 24/00051/REF New Hall solar panel application and the meeting with Save Sitlington.

To agree and arrange a meeting before the inquiry.

Meeting to arranged and confirmed by the clerk.

408/0325- Correspondence/training opportunities

- YLCA-Discussion forum programme
- NALC-Chief Executive bulletin
- Wakefield Council Planning-Planning inquiry details (25/3/25 for 8 days) in the Kingswood suite. Town Hall.
- YLCA-White Rose news letter
- YLCA-Training opportunities
- West Yorkshire question time event 19th March 7.30-9.00pm
- WMDC-Agenda for council
- Business Stream-Increase in charges
- NAS-minutes of the meeting
- 5 letters of complaint regarding use of the field for junior football, parking and traffic matters.

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409/0325-Working Together

a- To receive any updates from Councillors regarding: -

- (i) Denby Grange (Cllr Allott) Cllr Smith will attend the meeting.
- (ii) Youth Club (Cllr Shaw) The clerk updated on the youth club.
- (iii) Thornhill poor's (Cllr Shaw)
- (iv) Save Sitlington countryside (Cllr Shaw)

Report sent to the clerk to update.

- (v) Netherton Village Hall management committee.

This heading has been added to update the Parish Council from the management committee for the village hall.

- (vi) To consider working together with the community in setting up a community pantry. Cllr Smith wished this to be added to the agenda for consideration. It was considered whether this was something the PC would be interested in setting up and supporting. It would require dedicated Councillors to set up and lead the project and volunteers to support when opening.

The clerk to contact Kippax Parish Council and arrange a meeting to gather information for the next meeting. Several residents attended the meeting to support the proposed project.

410/0325. Staffing and Office matters

Nothing to report.

411/0325. Matters of an urgent nature (for information only) or items for inclusion on the agenda for Tuesday 1st April 6.30pm-Netherton Village Hall

Future meetings.