

Sitlington Parish Council



MINUTES OF THE ORDINARY MEETING OF SITLINGTON PARISH COUNCIL TUESDAY 1st July 2025

St Lukes Church Hall
Overton
6.30pm

PRESENT: Cllr Allott, Cllr Fearnside, Cllr Ingham, Cllr Myers, Cllr Collinson, Cllr Smith, Cllr Crow.

In attendance: Julia Talbot /Parish Clerk.

District Councillors-0

Members of the Public: -2

Representatives of Hartley Bank

Representative of Sitlington JFC

Representatives of Save Sitlington

Public Forum

A resident attended the meeting to raise concerns regarding a planning application at Upper Beckside Farm, particularly in relation to the green belt. It was noted that the application had already been approved. The resident asked whether any action could be taken once approval had been granted. The council advised that any concerns should be directed to Wakefield Council's Planning Department. Reference was also made to historic planning applications on the same property.

A resident attended the meeting to seek information regarding the pavilion project and enquired when residents would be informed about the football arrangements. The Clerk advised that this would be in August, once the agreement between the junior football team and the Parish Council has been finalised.

A resident attended to raise concerns regarding grass cutting at Middlestown Cemetery, specifically the length of time between mowing and strimming around the headstones. The Clerk confirmed that the grounds maintenance team had been approached, and the concerns passed on. Matters relating to inspection procedures and Parish Council contracting were also raised. During discussion, members of staff were mentioned in an inappropriate manner, and the resident were asked to leave the meeting.

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Save Sitlington

It was noted that the decision notice referred to by the Save Sitlington group had not been included in the evidence considered by the Planning Inspectorate. However, the contents of the decision notice were highlighted during the discussion. The introduction of a "Grey Belt" designation by the government was raised, resulting in the reclassification of some areas within the parish previously designated as Green Belt. It was observed that while Green Belt policy is intended to prevent towns from merging, this rationale does not necessarily apply to villages. The Clerk raised the matter of Neighbourhood Plans and whether having one in place would have provided the Parish with greater influence over planning decisions.

Discussion also took place regarding the identification and designation of local green spaces, with confirmation that all such spaces must be formally registered with the District Council. Concerns were expressed regarding the recent approval of the solar farm application, and it was noted that any challenge would require a judicial review, which is costly and carries no guarantee of success. The group also reported that work on Low Farm is scheduled to commence on 3 August. The Chair expressed thanks to the Save Sitlington group for their continued efforts and hard work.

039/0725-Welcome and Apologies

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

Apologies were received and accepted by the Parish Council from Parish Cllr Allott-Ratcliffe

040/0725-The chairs reminder of the council's expectations for the audio or visual recording of this meeting.

Noted-Recorded for administration.

041/0725 Members Declarations of Interest

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

042/0725.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.

043/0725. To approve the Minutes of the Ordinary meeting of the Parish Council held on Tuesday 3rd June 2025

a-To receive and approve the minutes of the ordinary Parish Council meeting of the parish council was approved as a true and accurate record and duly signed by the Chair of the Parish Council.

Proposed: Cllr Myers

Seconded: Cllr Crow

044/0725. To receive an update on ongoing matters

a-To receive an update on the other 2 noticeboards for the parish

A request from the Parish Council to add the Overton board in the pub grounds has been investigated further and the planning department have confirmed planning permission would still be required.

Clerk to research further and look at other options. Notice board on walls/buildings etc.

b-To receive an update on the community pantry meeting.

Several residents have come forward expressing an interest in volunteering. A group email has been set up and a meeting needs to be arranged.

c-To receive an update on the Parish Office.

No further updates, Further investigation required

045/0725.Council to receive reports from: -

a) District Councillors

Cllr Harvey raised resident concerns about potholes and litter picking.

PACT meeting dates to be sent to the District Cllrs once confirmed.

The Planning portal for Wakefield Council agreed to remove the comments from the portal. The decision has now been reversed.

Ridge Road visibility raised, Cllr Harvey working with the highways.

Event at Denby Grange coffee morning 10-12 this Saturday 5th July.

Concerns about Cedar Court and mis management.

Neighbourhood co-donators -Liaison officers have been employed for the ward to work together with other agencies. The proposal was a meeting with the Parish Councillors. Illegal parking and car sales on public highways raised. (It was noted this would be a District council matter)

Residents need to report to Wakefield Council. The Police have previously been informed.

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

CCTV was raised due to an incident in the parish, the chair advised that this needs reporting to the police.

Targeted areas discussed, speeding in targeted areas and illegal motor bikes riding around the parish.

Cllr Crow to liaise with the Police Safe Scheme officer.

046/0725. Stevenson House committee

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

Meeting with Adult Football Team

Cllrs Smith and Cllr Myers had a meeting with representatives of the adult football team and provided an update to the Council.

Cllr Myers reported that the team has an active committee and is a natural progression from the junior team. Plans for improvements to the pitch and a long-term vision for enhanced facilities were discussed.

Cllr Smith also provided input from the meeting, including discussions on how the Parish Council might support the team's efforts, particularly with securing grant funding. Volunteers from the team expressed a willingness to assist with the grant application process.

b-To consider a rent holiday for the club and agree action.

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Loan Repayment Discussion

The committee was advised that it may request a payment holiday on the existing loan, with the option to spread the deferred payments over the remaining term of the loan. Any such request must be submitted in writing by the committee and formally recorded in the minutes of a committee meeting, with all members in agreement. A revised repayment schedule would need to be calculated, and a formal agreement put in place to reflect the updated terms.

047/0725. Finance Matters

a-To approve Internal controls carried out for June 2025 against the payment schedule, invoices and the bank statements (30/06/25) carried out at the finance committee meeting.

b-To approve the list of invoices June 2025 to date Payments totaling **£10,512.18(Unity Trust) £5.00 HSBC)**

Date	Payments for Approval	Amount	To be approved
02/06/2025	Staff Salaries	3,405.77	Staff salaries
03/06/2025	Visiongeomatics	420.00	Survey pavilion
	Denby Grange	1,000.00	1st Support payment
05/06/2025	NVH staff salaries	355.80	NVH staff salary (to be reclaimed)
23/06/2025	Tesco Mobile	24.99	Parish Mobile and tablet
	Glasdon	561.14	2 x play area bins
			One bin for outside the play area.
	RoadWare	192.95	
	Wakefield Council	76.34	Recycling bin NVH
	Horti centre	24.27	Compost
	BT	90.29	Phone and broadband
	EON	35.43	Electric Pavilion
	Williamson		
	groundworks	1,495.00	Grave digging
	Earth tree services	580.00	Tree felling NWB allotments
	Oldroyds		Toilet callout and repair
	maintenance	246.00	/pavilion
	Bank Charges	4.20	Unity Trust
			NVH top up funds from their
	NVH	2,000.00	budget
	Total	10,512.18	

c-To approve the bank reconciliation for June 2025 showing a total cash balance of **£114,825.46(30/6/25)**

d-To receive and note the budget.

e-To receive the minute of the finance meeting Monday 30th June 2025 and consider any recommendations and agree to any action.

- For NVH to pay for the caretaker's salary from their account now the funds from their PC budget have been received.
- May finance software to be signed at the August meeting.

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

g-To agree delegated power for over the summer for the Clerk and the finance committee. All Agreed to delegate powers for the Parish Clerk and the finance committee for payments Sitlington Parish Council ordinary council meeting 01/07/25

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for up to £1,500.

048/0725. Governance

a-To review the vexatious policy and agree with any reviews.

Parish Councillors acknowledged the circulation of hard copies of the vexatious policy during the meeting, with no amendments deemed necessary at this time. Members are encouraged to review the document over the summer and bring any comments or suggestions to September if required.

59/0725. To consider a leaving gift /recognition for service for a long-term retired Councillor and agree action.

Cllr Smith to update the meeting, AS thanked the PC for the gift presented to him at the last meeting. It was considered an install a bench to acknowledge his time at the Parish Council. All agreed a bench and the plaque to note his time on the council. Locations to be agreed.

050/0725. Allotment and cemeteries

a-To receive an update on the cemetery inspections carried out at Middlestown cemetery and agree actions.

An update was provided following the committee's inspection earlier today, with particular attention given to grass cutting and strimming around the graves. Section A of the cemetery was inspected, and several health and safety concerns were identified for follow-up action. The committee noted the need to review the ground maintenance tender annually, to ensure continued compliance and service standards.

Concerns were raised regarding adherence to cemetery rules, particularly around grave ornamentation. It was agreed that the existing rules would be reviewed and updated by the Allotment and Cemetery Committee.

Clarity required for the grave owners, to also understand the responsibilities for the upkeep of headstones and ornamental placed around the grave.

It was proposed that a leaflet be created and distributed to inform families of their responsibilities regarding grave maintenance and compliance with cemetery regulations.

b-To consider the quote for the tree work at the bottom of Middlestown Cemetery and the requested health & safety from the tree surgeon and agree action.

No report received from the tree surgeon, considering whether the trim the tree overhanging the graves can be removed. Further advice required from the tree surgeon.

c-To consider the quote for the path between burial plots for Netherton Cemetery and agree action.

Cllr Smith has provided a list of contractors with 2 further quotes to be investigated from these for the September meeting.

d-To consider the wood chippings required for the memorial garden at Middlestown cemetery and agree action.

Cllr Fearnside updated the meeting and the correspondence with a contractor that can provide wood chipping.

051/0725- Recreation and Leisure Hartley Bank

a-To receive the recreation & leisure committee minutes and consider and agree with recommendations.

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Recommendations

To purchase two litter picking signs-Cllr Smith to cost for the September meeting.
To consider the agreement between the football and the PC for hire of the field and pavilion at Hartley Bank 2025/26 and review charges.
A representative from the Junior Football team attended the meeting and provided an update on the upcoming season. It was noted that approximately 25 matches are scheduled to be played on the pitch at Hartley Bank. The pitch will be marked as a 9v9 pitch and will be used by three different age groups.

The team manager confirmed that multiple matches may be held consecutively on match days, with a 20-minute interval between games. Where possible, the school pitch will also be utilised to accommodate the fixtures.

The fixture schedule will be determined by the Football Association (FA) and will vary depending on whether teams are playing home or away. As a result, matches will be scheduled on an ad hoc basis, rather than on a consistent fortnightly rotation.

It was agreed that a letter should be sent to residents living close by ahead of the season commencing to explain the match schedule and potential impact. Fixture information will also be posted on the noticeboard at the pavilion to keep residents informed.

- To purchase 3 bins for the play area (within the committee's budget of £1,000 delegated power.) Agreed and purchased by the R&L committee)
- Part of the container could be used for storage for the football team
It was agreed that the football can use the container for storage.
Cllr Smith raised that the football (Adult football team wants a container)
- Clerk to report footpath Sitlington 1

Emroyd Common.

b-To confirm details of the new notice to be added at the entrance at Emroyd.
Awaiting a response from the community workshop about the repairs. Costings to increase the size of the parish plan map.

52/0725.To confirm the date and location and the arrangements for the Annual Parish Meeting and agree actions to be carried out.

It was agreed to have an annual meeting next year in June.

053/0725.Planning

a-To consider validated applications

Planning June meeting 2025 updated 25/06/25

Planning applications validated	
25/01075/FUL	-Woodlands South Lane Netherton Wakefield WF4 4LW Single storey extension to front and side, single storey extension to rear and associated external changes including openings and materials
5/01155/FUL	-27 Old Road Middlestown Wakefield WF4 4QN Hip to Gable Roof Extension, Loft Conversion, Front & Rear Dormer Windows, Single Storey Side and Rear extension, and Porch to Front
20/01536/NMC01	-Smithy House Smithy Lane Overton Wakefield WF4 4RW

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Non material amendment to planning permission 20/01536/FUL (dated 25.06.2021) Detailed application for 1no dwelling following demolition of existing stables, to permit the addition of 2 rooflights, alterations to window and door openings with stone surrounds, window colour and roof material changed.

25/00915/CPE-32 Stocks moor Road Midgley Wakefield WF4 4JQ
Confirm commencement of works for approval 18/00457

b-To consider planning decisions.

Netherton

25/00590/FUL-The Smithy Whitley Farm Drive Netherton Wakefield WF4 4LN

Part single, part 1.5 storey extensions to front and rear. **Awaiting Decision.**

25/00260/FUL-Address Land Off Netherton Lane, Wakefield WF4 4HP
Erection of small shed on site. **-Approved**

25/00777/AGR-142 South Lane Netherton Wakefield WF4 4HZ
An agricultural dry store for hay crop and associated machinery, please see accompanying information for specific detail.

Prior approval not required

Middlestown

25/00447/FUL-Stoney Cliff Lodge Farm Danesleigh Drive Middlestown Wakefield WF4 4TB

Single storey extension to front, first floor extension to side and detached Stable.

Approved

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**

25/00474/TPO- Water Lane and Coxley Beck Middlestown Wakefield
Remove trees identified as T2, T4, T5, T6, T7, T8. Prune to clear service wires by 2metres and crown lift to 4.2metres tree T1. Selectively thin group G1 by 20%. **Split decision of application**

24/01108/SUB01-Middlestown Primary Academy Cross Road Middlestown Wakefield WF4 4QE
Discharge of condition 2 (biodiversity gain plan) and Condition 3 (biodiversity enhancement and retention scheme) from approved application 24/01108/FUL
Conditions discharged

25/00642/FUL-15 Back Lane Middlestown Wakefield WF4 4PE
Single storey rear extension-**Approved**

Midgley

20/00162/SUB01-Land at Top Farm Stocksmoor Road Wakefield Midgley WF4 4JQ-Proposal: DISCHARGE OF CONDITION 3 COAL MINING RISK

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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

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. **Awaiting Decision**

Overton

• **23/00332/EIASO**-New Hall Farm New Hall Lane Overton Wakefield WF4 4RP Solar Farm (23/3/23) EIA required-**Unknown**

• **22/02332/EIASO**-New Hall Farm (Land At) New Hall Lane Overton Wakefield WF4 4RP-Solar Farm EIA required. **Unknown**

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

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

24/01957/SUB01-Gate Farm Wood Lane Overton Wakefield WF4 4NZ
Discharge of Condition 3 (Coal Mining Investigation) from approved application 24/01957/FUL

. Awaiting Decision.

25/00559/FUL-170 New Road Overton Wakefield WF4 4RG
Demolition of existing buildings and erection of new building for use for honey processing/general storage (domestic hobbies). **Awaiting Decision.**

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-**Appeal allowed subject to conditions**

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

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gates, other ancillary infrastructure and landscaping and biodiversity enhancements. **Public inquiry reference and documents.**
Status: Approved subject to conditions

c-To consider any appeals

054/0725- Correspondence/training opportunities

- WMDC-Planning lists
- Town & Parish Liaison meeting minutes
- YLCA training
- YLCA-White Rose newsletter.
- Remote meetings legislation Law and governance.

Cllr Smith raised the matter of team building for Councillors, highlighting the need to develop skill sets to support the work of the Council. The Chair requested that further details be provided, and an event arranged. It was agreed that a proposal outlining potential team-building activities should be prepared for consideration at the next meeting.

055/0725-Working Together

a- To receive any updates from Councillors regarding: -

- (i). Denby Grange-Meeting not attended.
- (ii). Youth Club -Nothing to report
- (iii). Thornhill Poors-nothing to report
- (iv). Save Sitlington countryside (see public forum)
- (v). Netherton Village Hall management committee.

056/0725. Staffing and Office matters

Nothing to report

057/0725. Matters of an urgent nature (for information only) or items for inclusion on the agenda for Tuesday 3rd September 6.30pm-Netherton Village Hall

Poppies for the cemetery gates and fencing raised (to note and be discussed at the Allotment and Cemetery committee Tuesday 26th August)

All agreed for the poppies to be attached to a net. Scotch guarding of the knitted, crocheted poppies noted.

Future meetings.

- Middlestown Cemetery Inspection -Tuesday 1st July 10.00am
- Netherton cemetery inspection -Tuesday 15th July 10.00am
- NVH management committee-Monday 4th August 7pm NVH
- Pavilion subcommittee-Tuesday 12th August 7.00pm
- Allotment inspections-Tuesday 19th August 10.00am NWB
- Allotment & Cemetery committee -Tuesday 26th August 7pm NVH
- Recreation & Leisure committee -Tuesday 14th October 7pm NVH

Meeting end -8.51pm

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