



Official Notice of an Ordinary Meeting of SHERBURN IN ELMET TOWN COUNCIL

Date: Monday 17 October 2022

Time: 7pm

Venue: Harry Mountain Room, Eversley Park Centre, Low Street, Sherburn in Elmet, LS25 6BA

You are hereby summoned to attend the ordinary meeting of Sherburn in Elmet Town Council detailed above and to consider and resolve the business transaction on the agenda below.

Councillor Gary Lambert

Proper Officer
12 October 2022

AGENDA

Item 1	To receive and approve reasons for absence a) To receive and note apologies for absence. b) To consider to approve reasons for absence.
Item 2	To note Dispensation Requests Any written requests for dispensation the Clerk may have received from Councillors.
Item 3	To receive Declarations of Interests from Members a. To receive Declarations of Interests from Members not already declared under members Code of Conduct or members register of interests, in any business to be transacted. b. To consider any dispensation requests received
Item 4	Public Speaking session (20 minutes) Members of the public and representatives from other organisations are invited to speak during this session. We ask that each person keeps the presentation short (<3 mins).
Item 5	Reports from Other Authorities a) County Councillor b) District Councillors c) Police, Neighbourhood Policing Team & other authorities
Item 6	a) To approve as a correct record the Minutes of the Full Council Meeting held on Monday 26 September 2022. <i>Chairman to sign the Minutes. LGA 1972 Sch 12 para 41(1)</i>
Item 7	Councillor Vacancies: <i>There is currently 1 vacancy</i> a. To consider applications from eligible candidates for vacant Town Councillor seat. b. To approve the co-option of eligible candidates to vacant seats on Sherburn in Elmet Town Council

<p>Item 8 Planning</p>	<p>a) Planning Applications to consider since the last meeting and acknowledged if date passed</p> <table border="1" data-bbox="284 226 1461 846"> <thead> <tr> <th>Date</th> <th>Planning portal ref</th> <th>Address</th> <th>Application Details</th> <th>Deadline</th> </tr> </thead> <tbody> <tr> <td>26/9/22</td> <td>2022/1103/HAZ</td> <td>Gower Chemicals PLC</td> <td>Storage and use of substances</td> <td>21/10/22</td> </tr> <tr> <td>22/9/22</td> <td>2022/1076/HPA</td> <td>4 Cricketers Way</td> <td>Demolition of part dwelling and garage, erection of new double storey extension and new larger garage</td> <td>28/10/22</td> </tr> <tr> <td>26/9/22</td> <td>2022/1064/FUL</td> <td>Mill & Premises Bishopdyke Rd</td> <td>Installation of water filled damper to the top of the existing boiler chimney</td> <td>25/10/22</td> </tr> <tr> <td>22/9/22</td> <td>2022/1001/OUT</td> <td>ASW Fabrications, Lennerton Ln</td> <td>Warehouse extension and new warehouse unit with assoc car parking</td> <td>18/10/22</td> </tr> <tr> <td>28/9/22</td> <td>2022/0986/FUL</td> <td>Elmet Dental Care, 2 Low St</td> <td>Replacement of shopfront retrospective</td> <td>26/10/22</td> </tr> <tr> <td>4/10/22</td> <td>2022/0918/OUT</td> <td>7 Low Street</td> <td>Amended plans – outline app for 5 houses</td> <td>25/10/22</td> </tr> </tbody> </table> <p>b) Planning Decision Notices – approved and declined c) To consider any Planning Enforcement Issues d) To consider SETC response to Local Plan consultation</p>	Date	Planning portal ref	Address	Application Details	Deadline	26/9/22	2022/1103/HAZ	Gower Chemicals PLC	Storage and use of substances	21/10/22	22/9/22	2022/1076/HPA	4 Cricketers Way	Demolition of part dwelling and garage, erection of new double storey extension and new larger garage	28/10/22	26/9/22	2022/1064/FUL	Mill & Premises Bishopdyke Rd	Installation of water filled damper to the top of the existing boiler chimney	25/10/22	22/9/22	2022/1001/OUT	ASW Fabrications, Lennerton Ln	Warehouse extension and new warehouse unit with assoc car parking	18/10/22	28/9/22	2022/0986/FUL	Elmet Dental Care, 2 Low St	Replacement of shopfront retrospective	26/10/22	4/10/22	2022/0918/OUT	7 Low Street	Amended plans – outline app for 5 houses	25/10/22
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<p>Item 9 Policies & Governance</p>	<p>a) To consider the adoption of associated Health & Safety documentation to include:</p> <ul style="list-style-type: none"> i) Section 1 H&S Policy Statement ii) Section 2 Responsibilities iii) Section 3 General Arrangements iv) SIE TC Risk Assessment process & General Risk Assessments 																																			
<p>Item 10 Personnel</p>	<ul style="list-style-type: none"> a) To note report and update from Chairman of Personnel Committee b) To consider the appointment of an additional council member to the vacant seat on Personnel Committee c) To note report from the Asset Maintenance Manager. d) To consider the recommendation from the AME Committee for temporary gate opening procedure 																																			
<p>Item 11 Asset Mgt & Events</p>	<ul style="list-style-type: none"> a) To note report and update from the Chairman of Asset Management and Events Committee b) To consider the quotations for the urgent repair and maintenance of works to both the EPC play areas and the White Rose play area. c) To consider the application for an Asset of Community Value on the Allotment Gardens. d) To consider the extension of the grass cutting contract for an additional 12 months. This will include a revised contract to separate South Milford PC and to include new areas for cutting. e) To consider the quotations received for a replacement storage container and equipment for the Rugby Club (<i>using £10k of funds previously agreed at FC</i>). f) To consider delegated financial authority to the Asset Maintenance Manager and the process for this potential authority to be used. g) To consider the planting of trees from the Woodland Trust and any additional equipment for planting. h) To receive an update on the damaged manhole cover at The Fairways. 																																			

Item 12 Finance	To consider the following: <ul style="list-style-type: none"> a) To note report and update from the Chairman of Finance & Governance. b) RFO Finance Report -<i>To approve the Bank Reconciliation to 30 September 2022 and to note budget monitor.</i> c) Payments - <i>To consider and approve the invoices for the payment schedule from to 17 October 2022.</i> d) To note the Special VAT 126 forms return.
Item 13 Environment	Additional business: <ul style="list-style-type: none"> a) To consider a Wildflower Policy/Statement, including sites to trial and appropriate signage b) To receive an update on the Warm spaces opportunities across Sherburn and consider any actions required c) To consider the purchase of Parish Online mapping system for the Council. Motion from members:
Item 14	To receive and note Representative Reports & Information Exchange
Item 15	Correspondence: <ul style="list-style-type: none"> a. To note list of correspondence circulated (not specifically dealt with on this agenda) b.
Item 16	To consider agenda items for the next meeting
Item 17	Date of next meeting – Monday 21 st November 2022 at 7pm.