



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

Date: Monday 19th February 2024
Time: 7.15pm
Venue: Squire Bradbury Hall, 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.

Georgina Ashton

Proper Officer
14th February 2024

AGENDA

FC/24/243	To receive and approve reasons for absence a) To receive and note apologies for absence. b) To consider to approve reasons for absence.										
FC/24/244	To note Dispensation Requests Any written requests for dispensation the Clerk may have received from Councillors.										
FC/24/245	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										
FC/24/246	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).										
FC/24/247	Reports from Other Authorities a) County Councillor b) Police, Neighbourhood Policing Team & other authorities										
FC/24/248	a) To approve as a correct record the Minutes of the Full Council Meeting held on Monday 5 th February 2024. <i>Chairman to sign the Minutes. LGA 1972 Sch 12 para 41(1)</i>										
FC/24/249	Councillor Vacancies: <u>There are currently 2 vacancies.</u> 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										
FC/24/250 Planning	a) Planning Applications to consider since the last meeting and acknowledged if date passed <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 20%;">Planning portal ref</th> <th style="width: 20%;">Address</th> <th style="width: 25%;">Application details</th> <th style="width: 20%;">deadline</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Date	Planning portal ref	Address	Application details	deadline					
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	05 th February 24	ZG2024/0102/S73	61 Kirkgate	Section 73 application to vary condition 01 (plans) of approval 2020/0938/REM Reserved matters application including appearance, landscaping, layout and scale of approval 2019/0558/OUT Outline application including access (all other matters reserved) for improvements and erection of 3 detached dwellings	29 th Feb 24
	1st January 24	ZG2024/0056/PAS	Sherburn White Rose	Notification for prior approval for the installation of 60 No 350 W Solar Photovoltaics (PV) equipment on the roof of non-domestic buildings	26 th Feb 24
	17 th January 24	ZG2024/0043/DEM	S H Structures Unit 2 Moor Lane Trading Estate	Prior notification for demolition of part of single storey office block attached to existing industrial unit at Unit 2 and 4	21 st Feb 24
	17 th January 24	ZG2024/0042/DEM	Leopard Recycling Ltd Unit 26 Moor Lane Trading Estate	Prior notification for demolition of a semi-derelict industrial building	21 st Feb 24
	29 th January 24	ZG2024/0093/HPA	Damson Drive	Dormer extension	28 th Feb 24
	<p>b) To consider 40 MPH speed limit (A162 & B1222) proposal</p> <p>c) To consider any updates on ZG2023/0774/FULM – Land south of Bartlett View and Rochester Row.</p> <p>d) To consider any updates on the Neighbourhood Development Plan.</p> <p>e) Planning Decision Notices – approved and declined</p>				
FC/24/251 Finance	<p>To consider the following:</p> <p>a) RFO Finance Report -To approve the Bank Reconciliation to 19th February 2024</p> <p>b) To consider the payment schedule to 19th February 2024</p> <p>c) To note any outstanding income due to the Council before the financial year end</p> <p>d) To consider any grant requests and to receive and note any grant evaluation forms</p> <p>e) To consider monthly governance checks</p> <p>f) To consider additional membership fees for Selby and District Rail Users Group</p>				
FC/24/252 Policies / Governance	<p>a) To consider any additional policies or Governance matters</p>				
FC/24/253 Personnel	<p>To consider the recommendations from Personnel Committee (see report from Chair of Personnel):</p>				

Following the Local Government Audit and Accountability Act 2014 the right to record, film and to broadcast meetings of the council, committees and sub committees is established, but anyone wishing to do so should advise the Clerk and the Chair of the Council to ensure compliance with the adopted policy to effectively and lawfully manage this activity.

	<ul style="list-style-type: none"> a. To proceed with an internal recruitment for a Town Clerk on the salary scale of the current Deputy Clerk b. To issue all office staff with permanent contracts (to approve the change in job title for Administration Officer to Deputy Clerk) c. To note the increase in hours of the RFO by 2 hours per week (and to consider movement of funds, from 2024-2025 overtime budget to core staffing hours)
FC/24/254 Asset Mgt & Events	<ul style="list-style-type: none"> a) To consider the tender documents and process for EPC carpark extension b) To consider the tender documents and process for SWR sports surface c) To consider the gala application and charges for the hire of Eversley Park d) To note YLCA Talking Tables event and to consider attendees e) To consider report for proposed additional events from Cllr Buckle
FC/24/255 Environment / Projects	<ul style="list-style-type: none"> a) To receive an update from the Sports working group and consider appointing a member from the working group to be a point of contact for the We Are Sherburn working group.
FC/24/256	To receive and note Representative Reports & Information Exchange
FC/24/257	Correspondence: <ul style="list-style-type: none"> a. To note list of correspondence circulated (not specifically dealt with on this agenda)
FC/24/258	To consider agenda items for the next meeting
FC/24/259	Date of next meeting – Monday March 4th, 2024