



SHERBURN IN ELMET PARISH COUNCIL NOTICE OF AN ORDINARY MEETING

Notice is hereby given that an Ordinary Meeting of Sherburn in Elmet Parish Council will be held:

Date: Monday 18 July 2022

Time: 7pm

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

Protocol on audio/visual recording and photography at meetings: By virtue of Openness of Local Government Regulations 2014 recording of Parish Council meetings is permitted; subject to:

(i) Compliance with the Council's protocol on audio/visual recording and photography at meetings which can be [found here](#)

(ii) Any recording must be non-disruptive.

It is requested that anyone wishing to record any council meeting informs the clerk to the council: clerk@sherburninemet-pc.gov.uk

The business to be transacted at this meeting is listed below

13.07.22

AGENDA

Item 1.	Apologies: a. To receive and note apologies for absence. b. To consider reasons for absence received
Item 2.	Declarations of Interest: 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 3.	Councillor Vacancies: a. To receive an update on current casual and ordinary vacancies.

	<p>b. To consider applications from eligible candidates for vacant Parish Councillor seats.</p> <p>c. To approve the co-option of eligible candidates to vacant seats on Sherburn in Elmet Parish Council</p>							
Item 4.	<p>To receive reports from the following:</p> <p>a. North Yorkshire County Councillor b. Selby District Councillor c. Neighbourhood Policing Team</p>							
Item 5.	<p>Minutes:</p> <p>a. To approve the minutes of Sherburn in Elmet Parish Council Ordinary Meeting held 20 June 2022 as a true and accurate record of that meeting</p> <p>b. To approve the minutes of Sherburn in Elmet Parish Council Extra Ordinary Meeting held 29 June 2022 as a true and accurate record of that meeting</p>							
Item 6.	<p>Public Participation session (20 minutes)</p>							
Item 7:	<p>Sherburn in Elmet Parish Council (SEPC) Committee Appointments (vacant seats):</p> <p>a. To appoint members to SEPC Finance and Governance Committee (1 vacancy) b. To appoint members to SEPC Land and Premises Committee (1 vacancy) c. To approve a committee meeting timetable for July/August 2022</p>							
Item 8.	<p>Planning:</p> <p>a. To consider the following planning applications:</p> <table border="1"> <thead> <tr> <th>Planning Reference:</th> <th>Address:</th> <th>Proposal:</th> </tr> </thead> <tbody> <tr> <td>2021/1120/REM</td> <td>Land At Former Airfield Lennerton Lane Sherburn In Elmet</td> <td>Re- consultation: Reserved matters application stated within condition 01 of 2018/0697/OUTM S.73A application for outline planning approval with all matters except access reserved for the erection of 117,000 sq m (1,250,000 sq ft) of Class B2 and B8 commercial floorspace (with ancillary Class B1 offices) and site infrastructure works without complying with Conditions 7, 9, 11, 17, 19, 29 and 38 of outline planning</td> </tr> </tbody> </table>		Planning Reference:	Address:	Proposal:	2021/1120/REM	Land At Former Airfield Lennerton Lane Sherburn In Elmet	Re- consultation: Reserved matters application stated within condition 01 of 2018/0697/OUTM S.73A application for outline planning approval with all matters except access reserved for the erection of 117,000 sq m (1,250,000 sq ft) of Class B2 and B8 commercial floorspace (with ancillary Class B1 offices) and site infrastructure works without complying with Conditions 7, 9, 11, 17, 19, 29 and 38 of outline planning
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			approval 2016/0332 granted on 10 June 2016
	2021/0881/ADV	The Motorist Lennerton Lane Sherburn In Elmet	Re- consultation: Advertisement consent for 1 double sided sign with downlighter to one side
	2022/0657/FUL	Unit 6A To 6B , Low Street, Sherburn In Elmet	Installation of new galvanized palisade fence with access gate, existing 2 x AC units to be stacked and realigned against wall and new packaged gas cooler and erection of new modular extension along with new ramp.
	b. To note all planning decisions received		
Item 9.	<p>Finance:</p> <p>a. To approve payment of invoices received (schedule to follow)</p> <p>b. To note budget situation to date</p> <p>c. To approve bank reconciliation to date.</p> <p>d. To note submission of AGAR for 2021/22 to PKF Littlejohn LLP</p> <p>e. To note SEPC internal audit report and consider actions arising from it.</p> <p>f. To consider purchase of defibrillator</p> <p>g. To consider quotes for Eversley Park guttering and facias</p> <p>h. To receive an update on Old Girls School Clock project</p> <p>i. To consider grant application from Sherburn in Elmet Community Trust</p>		
Item 10.	<p>SEPC Administration and Governance:</p> <p>a. To receive an update on current staffing situation (Chairman of Personnel Committee)</p> <p>b. To approve SEPC Business Continuity Plan</p> <p>c. To approve timetable for review of SEPC Policies and Procedures.</p> <p>d. To receive information/update Town Council status</p> <p>e. To consider provision of ID badges/cards for all SEPC Councillors (Councillor Brook)</p>		
Item 11.	<p>Sherburn in Elmet Parish Council (SEPC) Appointments to Outside Bodies:</p> <p>To approve appointment SEPC representatives on the following outside bodies:</p> <p>a. Eversley Park Centre (2 members)</p> <p>b. Hungate Foundation (1 member - 3rd of 5-year appointment)</p> <p>c. Selby Rail Users (2 members)</p> <p>d. Sherburn Gala Committee (1 member)</p> <p>e. Sherburn Rugby Club (1 member)</p> <p>f. Sherburn White Rose Sports Association (1 member)</p> <p>g. Yorkshire Local Council's Association (2 members)</p> <p>h. Wheatsheaf Angling Club (1 member)</p> <p>i. Aero Liaison Club (1 member)</p>		

<p>Item 12.</p>	<p>SEPC Asset Management:</p> <ul style="list-style-type: none"> a. To receive an update on SEPC allotments b. To consider next steps for allotment site and approve necessary action c. To consider request to hold Sherburn Funfair on Eversley Park (1st – 4th September 2022) d. To consider action re: EPC entrance grant application
<p>Item 13.</p>	<p>Correspondence:</p> <ul style="list-style-type: none"> a. To note list of correspondence circulated (not specifically dealt with on this agenda). b. To note that the request for information under FOIA dated 27 June 2022 has received a full response
<p>Item 14.</p>	<p>Next ordinary meeting of Sherburn in Elmet Parish Council:</p> <ul style="list-style-type: none"> a. To confirm date, time and venue for next meeting of Sherburn in Elmet Parish Council