



SHERBURN IN ELMET PARISH COUNCIL

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

Date: Monday 15 August 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

10.08.22

AGENDA

Item 1.	<p>Apologies:</p> <p>a. To receive and note apologies for absence.</p> <p>b. To consider reasons for absence received</p>
Item 2.	<p>Declarations of Interest:</p> <p>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.</p> <p>b. To consider any dispensation requests received</p>
Item 3.	<p>Appointment of Executive Officer and RFO to SEPC</p> <p>a. To approve appointment of Mrs Georgina Ashton as permanent RFO to Sherburn in Elmet Parish Council.</p>

	<p>b. To approve SEPC Personnel Committee recommendation to source Headhunter/Recruitment Agency or alternative options, to assist with recruitment to Executive Officer post</p> <p>c. To approve delegation to SEPC Personnel Committee, spending beyond the budget limit for further costs associated with the recruitment of an Executive Officer.</p>
Item 4.	<p>Councillor Vacancies:</p> <p>a. To receive an update on current casual and ordinary vacancies.</p> <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 5.	<p>To receive reports from the following:</p> <p>a. North Yorkshire County Councillor b. Selby District Councillor c. Neighbourhood Policing Team</p>
Item 6.	<p>Minutes:</p> <p>a. To approve the minutes of Sherburn in Elmet Parish Council Ordinary Meeting held 18 July 2022 as a true and accurate record of that meeting</p>
Item 7.	<p>Public Participation session (20 minutes)</p>
Item 8.	<p>Town Council Status:</p> <p>a. To consider public response to 'Town Council status' statement</p> <p>b. In response to the above; to consider the following motion:</p> <p>"That Sherburn in Elmet Parish Council resolves with immediate effect, to change the Council's name to Sherburn in Elmet Town Council and that this title is adopted for all future correspondence, agenda documents and minutes, notices and other communications. The Council further resolves that whilst adopting the name of Town Council, the Council retains the position of Chair to lead Council meetings and does not amend standing orders to include the appointment of a mayor."</p>
Item 9.	<p>Planning:</p> <p>a. To consider the following planning applications:</p>

	Planning Reference:	Address:	Proposal:
	2022/0929/HPA	1 Beech Close, Sherburn In Elmet, Leeds	Rear dormer, rear single storey extension, alterations and new fenestrations and rendering to external walls
	2022/0840/REM	Land At Former Airfield, Lennerton Lane, Sherburn In Elmet	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 approval 2016/0332 granted on 10 June 2016
	2022/0834/HPA	Moor Lane House, 17 Moor Lane, Sherburn In Elmet	1.5 storey rear extension with internal modifications
	b. To note all planning decisions received		
Item 10.	Finance: a. To note RFO Report b. To approve payments listed in RFO report c. To approval removal of former councillors from the SEPC bank mandate d. To consider applying for a debit card/credit for Exec Officer/RFO use e. To approve reimbursement for first class 'signed for' postage to Councillor Baumann f. To note that all further financial reporting will be considered by SEPC Finance and Governance Committee		
Item 11.	SEPC Administration and Governance: a. To receive an update on current staffing situation (Chairman of Personnel Committee) b. To consider adoption of LGA Code of Conduct c. To consider signing up to the civility and respect pledge		

<p>Item 12.</p>	<p>SEPC Asset Management:</p> <p>a. To consider action re: EPC entrance grant application b. To receive an update on Rugby Club extension and consider flood risk review. c. To consider recommendations from the Asset Management and Events Committee regarding Yorkshire Day 2023/Picnic in the Park Event d. To consider contingency arrangements for gate opening/closing</p> <p><i>Exclusion of the press and public:</i></p> <p><i>To consider exclusion of the press and public by virtue of Public (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed as such, publicity of which is considered to be prejudicial to the public interest (agenda item 12 e only)</i></p> <p>e. To receive an update from Councillor Brook on the meeting of the Angling Club on 3rd August 2022; to consider related matters and any further action required.</p>
<p>Item 13.</p>	<p>Correspondence:</p> <p>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 21 July 2022 has received a full response</p>
<p>Item 14.</p>	<p>Next ordinary meeting of Sherburn in Elmet Parish Council:</p> <p>a. To confirm date, time and venue for next meeting of Sherburn in Elmet Parish Council</p>