



SHERBURN IN ELMET TOWN COUNCIL NOTICE OF AN ORDINARY MEETING

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

Date: Monday 26 September 2022

Time: 7pm

Venue: Main Hall 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 Town and 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-tc.gov.uk

The business to be transacted at this meeting is listed below

21.09.22

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| 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>Councillor Vacancies:</p> <p>a. To consider applications from eligible candidates for vacant Town Councillor seat.</p> <p>c. To approve the co-option of eligible candidates to vacant seats on Sherburn in Elmet Town 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 Town Council Ordinary Meeting held 15 August 2022 as a true and accurate record of that meeting</p> | | | | | | | | | | | | | | | | | | | |
| Item 6. | <p>Public Participation session (20 minutes)</p> | | | | | | | | | | | | | | | | | | | |
| Item 7. | <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>2022/0918/OUT</td> <td>On land to the rear of 7 Low Street, Sherburn In Elmet, Leeds</td> <td>Outline application for development of 5 new detached houses including access, layout and scale (all other matters reserved)</td> </tr> <tr> <td>2021/1304/REMM</td> <td>Land At Former Airfield Lennerton Lane Sherburn In Elmet</td> <td>Reserved matters application including appearance, landscaping, layout and scale of approval 2018/0697/OUTM S73A 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</td> </tr> <tr> <td>2022/1042/FUL</td> <td>Biffa Waste Services, Bypass Park Estate, Sherburn In Elmet</td> <td>Erection and use of a steel framed building for the refurbishment of empty waste containers</td> </tr> <tr> <td>2022/0913/FUL</td> <td>Papa Kata Ltd, 16 - 18 Lancaster Close, Sherburn In Elmet</td> <td>Erection of an extension on existing industrial building (B2/B8 use)</td> </tr> <tr> <td>2022/1011/FUL</td> <td>G R Electrical Services Ltd,</td> <td>Erection of two storey office extension</td> </tr> </tbody> </table> | | Planning Reference: | Address: | Proposal: | 2022/0918/OUT | On land to the rear of 7 Low Street, Sherburn In Elmet, Leeds | Outline application for development of 5 new detached houses including access, layout and scale (all other matters reserved) | 2021/1304/REMM | Land At Former Airfield Lennerton Lane Sherburn In Elmet | Reserved matters application including appearance, landscaping, layout and scale of approval 2018/0697/OUTM S73A 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 | 2022/1042/FUL | Biffa Waste Services, Bypass Park Estate, Sherburn In Elmet | Erection and use of a steel framed building for the refurbishment of empty waste containers | 2022/0913/FUL | Papa Kata Ltd, 16 - 18 Lancaster Close, Sherburn In Elmet | Erection of an extension on existing industrial building (B2/B8 use) | 2022/1011/FUL | G R Electrical Services Ltd, | Erection of two storey office extension |
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| Item 8. | <p data-bbox="320 562 451 595">Finance:</p> <p data-bbox="320 636 1533 1032">a. To receive and note RFO Report b. To approve payments listed in RFO report c. To consider SETC membership of National Allotment Society (NAS) d. To consider grant funding application from Sherburn Visiting Scheme. e. To consider SETC support for vulnerable people during the winter and current economic crisis. f. To consider purchase of SETC First aid kit for allotment site g. To consider changes to the bank mandate (adding all members of the Finance and Governance Committee). h. To consider changes to current banking arrangements to achieve maximum FSCS protection.</p> | | | | | | |
| Item 9. | <p data-bbox="320 1061 916 1095">SEPC Administration and Governance:</p> <p data-bbox="320 1099 1533 1496">a. To receive an update on current staffing situation (Chairman of Personnel Committee) b. To consider adoption of SETC Scheme of Delegation to SETC Officers c. To consider amendments to SETC Finance and Governance Committee Terms of Reference d. To review SETC Public Speaking Policy e. To confirm SETC Committee timetable for October/November 2022 f. To consider adoption of an SETC Safeguarding Policy g. To consider member access requirements to SETC office. h. To consider appointment of member to vacant position on Asset Management and Events Committee</p> | | | | | | |
| Item 10. | <p data-bbox="320 1525 639 1559">Additional Business:</p> <p data-bbox="320 1599 1506 2033">a. To consider SETC involvement in Move Mates Project b. To consider SETC action re: disruption caused by Transpennine Upgrade c. To receive and update on Sherburn Bears project and consider action regarding any alternative proposal(s). d. To consider SETC Logo e. To consider use of SETC Councillor/Staff ID badges and meeting name plates f. To receive an update on SETCs network of defibrillators and consider necessary actions. g. To receive updates on the Town Centre Revitalisation Projects and consider necessary actions: i. EPC Entrance ii. Fairways</p> | | | | | | |

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| | <ul style="list-style-type: none">iii. White Roseiv Highfield Green |
| Item 11. | <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 25 August 2022 has received a full response |
| Item 12. | <p>Next ordinary meeting of Sherburn in Elmet Town Council:</p> <ul style="list-style-type: none">a. To confirm date, time and venue for next meeting of Sherburn in Elmet Town Council |