



# SILKSTONE PARISH COUNCIL



c/o Chair to Silkstone Parish Council – Meryl Liddell  
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To: All members of Silkstone Parish Council

24 October 2018

You are hereby summoned to attend the **MEETING** of **SILKSTONE PARISH COUNCIL** at 6.45pm on Monday 5 November 2018 at Silkstone Sports Pavilion.

*K Canadine*

Mrs Karen Canadine  
Clerk to Silkstone Parish Council

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Please note that the Council meeting will be preceded by Public Question Time, which will last for a maximum of fifteen minutes.

## 1. APOLOGIES

## 2. DECLARATIONS OF INTEREST

To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Parish Councils Code of Conduct 2012.

## 3. MINUTES

**Silkstone Parish Council** - Members are asked to confirm the minutes of the Parish Council Meeting held on Monday 1 October 18. Members may request an update on any item in these minutes which is not included on this agenda.

**Copy attached Appendix A**

### PLANNING AGENDA ITEMS

## 4. PLANNING APPLICATIONS FROM BARNSELY METROPOLITAN BOROUGH COUNCIL (BMBC)

Members are asked to consider the schedule of planning applications received since the last Parish Council meeting.

**Copy attached Appendix B**

## 5. PLANNING – MATERIAL CONSIDERATIONS

Members are asked to note the advice note provided from Barnsley MBC planning on material considerations in planning matters.

**Copy attached Appendix C**

## **POLICY & STAFFING AGENDA ITEMS**

### **6. PARISH COUNCIL MEETING DATES 2019**

Members are asked to approve the schedule of meeting dates for 2019.

**Copy attached Appendix D**

### **7. POLICY REVIEW DATES SCHEDULE**

Members are asked to allocated councillors against each policy to enable a review of policies to be completed over the next few months.

**Copy attached Appendix E**

### **8. STAFFING COMMITTEE**

Members are asked to note the minutes of the Staffing Committee meeting on Tuesday 9 October 18.

**Copy attached Appendix F**

### **9. PARISH CLERK APPRAISAL/EXIT INTERVIEW**

Cllr Leech will report on the Parish Clerk's appraisal and exit interview on Monday 8 October 18.

### **10. PARISH CLERK & RFO RECRUITMENT PROCESS**

Cllr Meryl Liddell will report on the status of the recruitment process.

### **11. PARISH COUNCIL CHARTER**

Members are asked to review the Parish Council charter, suggest any amendments or comments to enable chair to respond to Ian Turner at Barnsley MBC.

**Copy attached Appendix G**

## **ENVIRONMENT AGENDA ITEMS**

### **12. WINTER WEATHER POLICY**

Cllr Richard Bell will report on the meeting of the winter weather working party held on **XXXX**. The updated winter weather policy for winter 2018/2019 is attached.

**Copy attached Appendix H – to follow**

### **13. SILKSTONE PAVILION & RECREATION GROUND**

#### **a. Silkstone Playing Fields Committee**

Members are asked to note the minutes of the Silkstone Playing Fields committee held on Monday 8 October 18.

**Copy attached Appendix I**

b. **Silkstone football field flood lights**

Members are asked to consider a proposal from Steve Fletcher of the SUJFC u15's regarding a proposed planning application for floodlights on the football field.

**Copy attached Appendix J**

c. **Pavilion and Recreation Ground Health & Safety issues**

Cllr Stier will report on any health & safety issues at the Silkstone sport pavilion or recreation ground.

**14. REMEMBRANCE DAY 2019 & ARMISTICE COMMEMORATION**

Cllr Leech will advise members of the arrangements for the Remembrance Day service at the Silkstone war memorial.

Cllr Richard Bell will update members regarding the Oak Trees and individual plaques purchased for the Armistice commemoration.

**15. SILKSTONE PICNIC ORCHARD**

Members are asked to note that Tesco have advised that the Picnic orchard scheme has been selected to go forward to a public vote for a grant. Since the application form includes outdated contact details i.e. ex parish councillor Steve Fletcher and ex parish clerk Karen Canadine; members are asked to consider who should be the contact for this project. This councillor will need to contact Tesco to advise the change of contact details. Steve Fletcher has agreed to continue involvement if required,

**Copy attached Appendix K**

**16. SUMMER FAIR 2019**

Members are asked to consider a summer fair for 2019 and agree a way forward.

**FINANCE AGENDA ITEMS**

**17. NOTICE OF CONCLUSION OF AUDIT**

Members are asked to approve the external audit which has now been returned from the external auditor with no comments. The notice of conclusion of audit has been displayed in both villages.

**Copy attached Appendix L**

**18. FINANCE COMMITTEE**

Members are asked to set a date in November for a Finance Committee meeting to start the budget setting process for 2019/2020.

**19. VAT RETURN**

Members are asked to note that the Vat return for the period 1 July – 30 September 18 has been submitted.

## **20. FINANCE REPORT**

Members are asked to approve the Finance Report for the period 1 July to 30 September 2018 which includes the bank reconciliation, budget monitor and receipts and payments schedules.

**Copy attached Appendix M**

## **21. RESERVES REPORT**

Members are asked to approve the Reserves Report for the period 1 July to 30 September 18.

**Copy attached Appendix N**

## **22. INVOICES FOR PAYMENT**

Members are asked to approve the Invoices for Payment schedule dated 5 November 18.

**Copy attached Appendix O**

## **ADDITIONAL PARISH COUNCIL AGENDA ITEMS**

### **23. MEETINGS**

Members will report on meetings they have attended since the last meeting of the Parish Council.

### **24. CORRESPONDENCE FOR NOTE**

The Clerk will update members on correspondence received since the last meeting and not covered under previous agenda items.

### **25. DATE OF NEXT MEETING – Monday 3 December 18 at 6.45pm at Silkstone Sports Pavilion.**