



Upton & North Elmsall
PARISH COUNCIL

UPTON AND NORTH ELMSALL PARISH COUNCIL
THE VILLAGE HALL, HAREWOOD LANE, UPTON
PONTEFRACI, WF9 1JB
01977 643283

CLERK AND RFO: info@up-ne-parishcouncil.co.uk
ALLOTMENT OFFICER: admin@up-ne-parishcouncil.co.uk

8th September 2025
Dear Councillor

You have been summoned to attend the Parish Council meeting which will take place on **Tuesday September 16th, 2025**, in the Main Hall at the Village Hall, Upton for the purpose of transacting the following business: This meeting will commence at 6.30pm.

Yours sincerely

Clerk & RFO to the Council

PUBLIC SESSION – Members of the public may raise matters relating to items on the agenda here. It would be beneficial if these are notified in advance to the Clerk. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item at later date. Members of the public are welcome to stay for the Parish Council meeting after the public session as observers but will not be able to join in the discussion unless invited to do so by the Chairman.

AGENDA FOR THE PARISH COUNCIL MEETING

1. To receive apologies.
2. To approve reasons for absence.
3. Declarations of Interests and Dispensations
 - 3.1 To receive declarations of interest not already declared under the Parish Councils code of conduct or members Register of Disclosable Pecuniary Interest
 - 3.2 To receive, consider and decide upon any applications for dispensation.
4. To approve draft minutes from the Parish Council meeting of 15th July 2025
5. To approve draft minutes from the Employment and Staffing Committee meeting held Tuesday 29th July 2025.
6. To approve draft minutes from the Employment and Staffing Committee meeting held Tuesday 26th August 2025
7. To appoint new Clerk and RFO for Upton and North Elmsall Parish Council
8. To receive verbal or written reports from Parish Councillors – Please note this is for information only and not to approve costs or actions.
9. Cllrs requested items for the agenda:
10. To consider Employment and Staffing Committee terms of reference and delegated powers

11. To approve three Christmas Trees for 2025
12. To approve Barclays Banking Mandate for members
13. To discuss complaint to Barclays Mandate team
14. To consider overgrown trees at residents property – Waggon Lane
15. To approve additional cameras for CCTV in Village Hall
16. To approve materials for Luke Farmer Memorial Garden
17. To approve new Union Flag for Cenotaph
18. To approve painting of pit tubs for Miners Memorial Garden
19. To approve goal posts for School Street playing fields
20. To approve mileage allowance for Cllr C Merrington (108 miles @ 45p)
21. To approve receipts, payments, monthly financial reports and bank reconciliations from 1st August 2025 to 31st August 2025. Please note monthly reports have been sent to Parish Councillors prior to the meeting.
22. Planning matters: - see attached list.
23. New Correspondence received and to decide actions/costs where necessary: please note some of the content of the correspondence can be discussed is private business due to GDPR. Please note all other email correspondence is forwarded to Councillors.
 - Emails from residents - see list.
 - Messages from Facebook – see list.
 - Written Correspondence – see list.
24. **To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Public and Press to be excluded further from the Meeting.**
25. To report outcome of Village Warden as per the Employment and Staffing Committee meeting

N.B. 'Members attention is drawn to the disclosure of Interest pursuant to section 27 of the Localism Act 2011 and adopted by the Parish Council.