



Mrs J Nolan
Clerk to the Council

The Parish Council Community Centre
Bell Lane, Ackworth
Pontefract, WF7 7JH

Tel: 01977 611583

E-mail: clerk@ackworthparishcouncil.gov.uk

6th October 2023

Wakefield District Sight Aid
Tel: 01924 215555
Email: info@wdsa.org.uk
Website: www.wdsa.org.uk

Sent via email to info@wdsa.org.uk

Dear

Freedom of Information Request – Puffin Crossing on Wakefield Road A638

I write in response to your Freedom of Information request dated 7th February 2023, as detailed below.

“Dear Sir or Madam,

Under the Freedom of Information Act, please provide me with a copy of the following:

All emails, letters, reports, faxes, file notes, notes of phone calls, videos, audio, digital recordings, Minutes of meetings and notes or photographs taken at site visits or at any other meetings, pertaining to the proposed pedestrian crossing on the A638 Wakefield Road at Ackworth for the past 12 months.

I understand that under the Act I am entitled to a response within 20 working days of your receipt of this request.

If my request is denied in whole or in part, I ask that you justify all deletions by reference to specific exemptions of the Act. I will also expect you to release all non-exempt material. I reserve the right to appeal your decision to withhold any information or to charge excessive fees.

I would prefer to receive the information electronically.

If you require any clarification, I expect you to contact me to provide advice and assistance if you find any aspect of the FOI request problematic.

Please acknowledge receipt of this request and I look forward to receiving the information in the near future. Thank you for your time.

Yours faithfully,

Please find enclosed information as per your request. The information has been supplied electronically and covers the 12 month time period of 7th February 2022 to 7th February 2023.

The Parish Council does not hold information on the below methods of communication as stated in your request;

- Faxes – not in use
- Files notes of phone calls – records not recorded or noted
- Videos – not in use
- Audio – Recordings of meetings are deleted once meeting minutes approved. There are currently no audio recordings on file during the time period requested.
- Digital Recordings – not in use
- Photographs taken at site visits or any other meetings – none on file

Agenda and Minutes of meetings are available to view on the Parish Council's website, on the "Your Council" page, dates have been included below with the external URL address to support location and downloading where information is held pertaining to the proposed pedestrian crossing on the A638 Wakefield Road at Ackworth.

If you are unhappy with the way your request for information has been handled, you have a right to appeal to the Information Commissioner by phone: 0303 123 1113 or website <https://ico.org.uk/>

There is no charge for making this request.

Yours Sincerely



✓

Jemma Nolan
Clerk to the Council

**Agenda & Meeting Minutes – Time Period 7th February 2022 to 7th February 2023
– 12 months**

Copies available for download on our website

https://www.ackworthparishcouncil.gov.uk/Full_Parish_Council_28593.aspx

https://www.ackworthparishcouncil.gov.uk/Environment_Road_Safety_and_Planning_33966.aspx

Parish Council Agenda & Meeting Minutes

- 18/07/2022
- 14/11/2022
- 16/01/2023
- 06/02/2023

Committee Agenda & Meeting Minutes

- 07/02/2022 – Agenda only as meeting did not go ahead.
- 28/03/2022
- 11/07/2022
- 05/09/2022
- 07/11/2022
- 30/01/2023
- 06/02/2023

Emails – Time Period 7th February 2022 to 7th February 2023 – 12 months

From: Admin | Ackworth Parish Council
Sent: Monday, July 25, 2022 10:42 AM
To: Customer Services <customerservices@wakefield.gov.uk>
Subject: New Puffin Crossing on Wakefield Road, Ackworth

Dear Customer Services

FAO Highways

In the 2022/23 Highways Capital Programme, a puffin crossing is to be installed on Wakefield Road, Ackworth.

Our Road Safety Committee has asked me to write to you to ask where this will be sited.

Regards
Kyla

Kyla Batty
Administrator
Ackworth Parish Council
Ackworth Parish Council Community Centre
Bell Lane
Ackworth
Pontefract
WF7 7JH

Tel: 01977 611583
www.ackworthparishcouncil.gov.uk

You have received this email from Ackworth Parish Council. The content of this email is confidential may be legally privileged and intended for the recipient specified in message only. It is strictly forbidden to share any part of this message with any third party, without a written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

Ackworth Parish Council ensures that email security is a high priority. Therefore, we have put efforts into ensuring that the message is error and virus-free. Unfortunately, full security of the email cannot be ensured as, despite our efforts, the data included in emails could be infected, intercepted, or corrupted. Therefore, the recipient should check the email for threats with proper software, as the sender does not accept liability for any damage inflicted by viewing the content of this email.

By Contacting Ackworth Parish Council you agree your contact details may be held and processed for the purpose of corresponding.

You may request access to the information we hold on you by emailing info@ackworthparishcouncil.gov.uk.

You may request to be removed as a contact at any time by emailing info@ackworthparishcouncil.gov.uk

To view Ackworth Parish Council Privacy Notice please [click here](#)

From: Customer Services <customerservices@wakefield.gov.uk>
Sent: 19 October 2022 16:35
To: Admin | Ackworth Parish Council <admin@ackworthparishcouncil.gov.uk>
Subject: RE: New Puffin Crossing on Wakefield Road, Ackworth

Good Afternoon Kyla,

I have requested an update on this for you from Highways and you should receive a response from them shortly.

Regards,

Customer Service Advisor
Wakefield Council
customerservices@wakefield.gov.uk
0345 8 506 506
wakefield.gov.uk

From: Admin | Ackworth Parish Council <admin@ackworthparishcouncil.gov.uk>
Sent: 19 October 2022 12:27
To: Customer Services <customerservices@wakefield.gov.uk>
Subject: FW: New Puffin Crossing on Wakefield Road, Ackworth

Hello Customer Services

I don't think I have received a response to the request below.

Please could this be chased up.

Regards
Kyla

From: Clerk | Ackworth Parish Council
Sent: Thursday, October 27, 2022 2:15 PM
To: Allan Garbutt <allan.garbutt@ackworthparishcouncil.gov.uk>; Jessica Carrington (jcarrington@wakefield.gov.uk) <jcarrington@wakefield.gov.uk>; Massey, Raymond (Cllr) <rmassey@wakefield.gov.uk>
Cc: Martin Roberts <martin.roberts@ackworthparishcouncil.gov.uk>; Sarah Balfour <sarah.balfour@ackworthparishcouncil.gov.uk>
Subject: FW: New Puffin Crossing on Wakefield Road, Ackworth
Importance: High

Dear Councillor

I have had a visit from a resident this afternoon expressing concern about the installation of the Puffin Crossing outside the six shops on Wakefield Road. She was also representing a couple of the businesses.

Apparently the businesses were consulted, I understand that they all objected, heard nothing further until they received a letter yesterday from Wakefield Highways to say the work to install the crossing would commence on Monday. An officer has been out on site this morning spraying white lining paint on the verge on the shop side. Someone from one of the businesses asked him what he was doing and then he left.

The Parish Council have not been informed by Highways where the crossing was going to be sited. Please see email trail below regarding our enquiries to Wakefield Customer Services. As you can see we are still waiting for a response. In fact we only knew it was going to happen as it was on the programme of works to be completed in this financial year.

I can see that the siting of this crossing at this site will be a contentious issue.

It would be appreciated if you would look at this as a matter of urgency.

Please note that I have copied Cllr Roberts and Cllr Balfour into the email as Chair and Vice Chair respectively of the Parish Council's Road Safety Committee.

Many thanks

Regards

Sue

Sue Templeman
Clerk to Ackworth Parish Council
Ackworth Parish Council Community Centre
Bell Lane
Ackworth
Pontefract
WF7 7JH
Tel: 01977 611583

From: Clerk | Ackworth Parish Council <clerk@ackworthparishcouncil.gov.uk>
Sent: 28 October 2022, 12:17
To: Barnes, Martin · [REDACTED]
Cc: Morley, Matthew (Cllr) · [REDACTED]; Martin Roberts
<martin.roberts@ackworthparishcouncil.gov.uk>
Subject: Puffin Crossing, A638 Wakefield Road, Ackworth
Importance: High

Dear Mr Barnes

I am writing to you as a matter of urgency regarding the above.

The Parish Council has been contacted by residents and business who are unhappy about the location of the crossing.

The Parish Council supported the call by [REDACTED] petition for a crossing on Wakefield Road, but there has been no consultation with the Parish Council or anyone else, including District Councillors, about the location, nor has the Parish Council been informed about the work.

Although an individual Parish Councillor has been very vocal about the crossing and may have been in contact with Highways Officers, he was not acting on behalf of the Parish Council and officers should have known that communication with the Parish Council should go through me as Clerk.

Does such work require a planning notice?

We strongly urge that the work is delayed so that proper consultation can take place.

Yours sincerely

Sue

Sue Templeman

Clerk to Ackworth Parish Council
Ackworth Parish Council Community Centre
Bell Lane
Ackworth
Pontefract
WF7 7JH

Tel: 01977 611583

From: [REDACTED]@wakefield.gov.uk>
Sent: Monday, October 31, 2022 10:11 AM
To: Clerk | Ackworth Parish Council <clerk@ackworthparishcouncil.gov.uk>
Subject: RE: Puffin Crossing, A638 Wakefield Road, Ackworth

Hi Sue, do you have a red line boundary plan showing the area that letter drop is needed.

[REDACTED]

From: Clerk | Ackworth Parish Council <clerk@ackworthparishcouncil.gov.uk>
Sent: 28 October 2022 15:28
To: [REDACTED]
Subject: RE: Puffin Crossing, A638 Wakefield Road, Ackworth

Hi [REDACTED]

Just send any communications to me as Clerk to the Parish Council and I will forward to our members.

Many thanks

Regards

Sue

Sue Templeman

Clerk to Ackworth Parish Council
Ackworth Parish Council Community Centre
Bell Lane
Ackworth
Pontefract
WF7 7JH

Tel: 01977 611583

You have received this email from Ackworth Parish Council. The content of this email is confidential may be legally privileged and intended for the recipient specified in message only. It is strictly forbidden to share any part of this message with any third party, without a written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

Ackworth Parish Council ensures that email security is a high priority. Therefore, we have put efforts into ensuring that the message is error and virus-free. Unfortunately, full security of the email cannot be ensured as, despite our efforts, the data included in emails could be infected, intercepted, or corrupted. Therefore, the recipient should check the email for threats with proper software, as the sender does not accept liability for any damage inflicted by viewing the content of this email.

By Contacting Ackworth Parish Council you agree your contact details may be held and processed for the purpose of corresponding.

You may request access to the information we hold on you by emailing info@ackworthparishcouncil.gov.uk.

You may request to be removed as a contact at any time by emailing info@ackworthparishcouncil.gov.uk.

To view Ackworth Parish Council Privacy Notice please [click here](#)

From: [REDACTED]
Sent: 28 October 2022 15:26
To: Clerk | Ackworth Parish Council <clerk@ackworthparishcouncil.gov.uk>
Subject: RE: Puffin Crossing, A638 Wakefield Road, Ackworth

Hi Sue, I'm in the process of communicating with residents, business owners, and local councillors. Could you please provide me with the email addresses of the people I should be contacting at the Parish Council.

Regards

[REDACTED]
Traffic, Engineering & Design
Communities, Environment & Climate Change
Wakefield Council

[REDACTED]
www.wakefield.gov.uk


From: Admin | Ackworth Parish Council
Sent: Tuesday, November 8, 2022 10:59 AM
To: Martin Roberts <martin.roberts@ackworthparishcouncil.gov.uk>; Sarah Balfour <sarah.balfour@ackworthparishcouncil.gov.uk>; Mike Galvin <mike.galvin@ackworthparishcouncil.gov.uk>; Sue Hollyhead <sue.hollyhead@ackworthparishcouncil.gov.uk>; Terry Hollyhead <terry.hollyhead@ackworthparishcouncil.gov.uk>; Stephen Parker <stephen.parker@ackworthparishcouncil.gov.uk>
Subject: FW: Puffin Crossing, A638 Wakefield Road, Ackworth

Dear Councillor

Following on from yesterday's Road Safety Committee meeting, the attached letter has been sent to residents in the vicinity and the deadline for responses is 14 November.

This will mean we are unable to carry out what was recommended at the Road Safety Committee ie the Parish Council will not have time to carry out its own consultation.

Regards
Kyla




28/10/2022

Dear Resident & Local Businesses,


Proposed Puffin Crossing - Wakefield Road, Ackworth -

Wakefield Council proposes to build a puffin crossing at the location shown on the attached drawing. Pedestrians and cyclists will benefit from safe crossing facilities provided by the scheme. The installation of two new 6m columns with LED Lanterns.

Existing: -



Proposed: -



Wakefield MDC wish to consult with you about these proposals and we would welcome any feedback and/or comments to be sent to us via akassab@wakefield.gov.uk email address. Please feel free to email any comments you may have regarding these proposals to the email address by 14th November 2022.

If the scheme receives support, we will write to you again with details of the scheme's implementation date as soon as possible.

Many thanks.

Azzam Kassab

Azzam Kassab
Project Engineer - Highways
akassab@wakefield.gov.uk
01924 308032

28/10/2022

Dear Resident & Local Businesses,

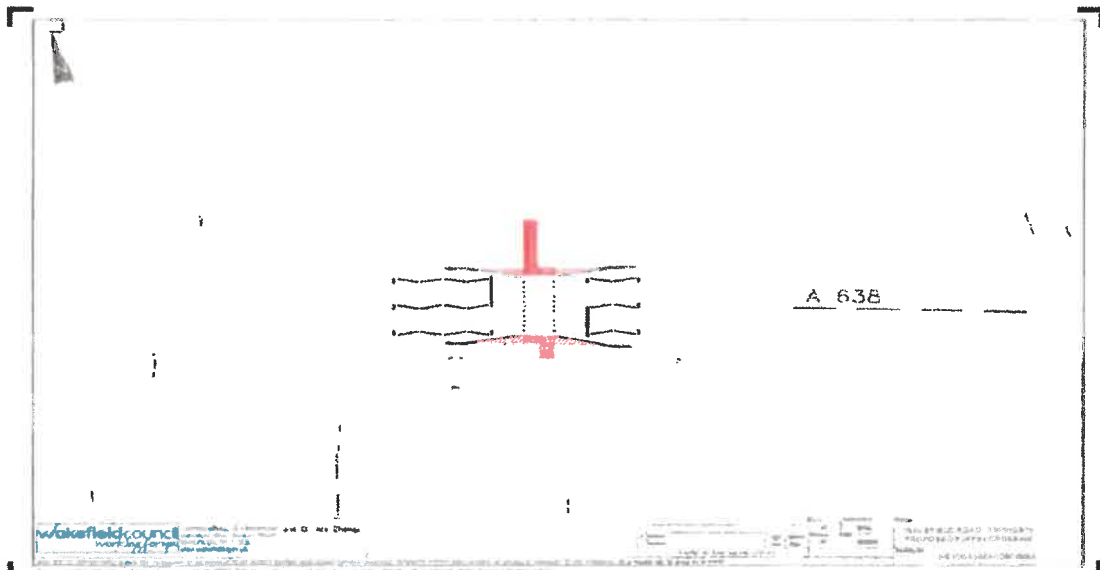
Proposed Puffin Crossing - Wakefield Road, Ackworth –

Wakefield Council proposes to build a puffin crossing at the location shown on the attached drawing. Pedestrians and cyclists will benefit from safe crossing facilities provided by the scheme. The installation of 2no new 6m columns with LED Lantern.

Existing: -



Proposed: -



Wakefield MDC wish to consult with you about these proposals and we would welcome any feedback and/or comments to be sent to us via akassab@Wakefield.gov.uk email address. Please feel free to email any comments you may have regarding these proposals to the email address by 14th November 2022.

If the scheme receives support, we will write to you again with details of the scheme's implementation date as soon as possible.

Many thanks,

Azzam Kassab

Azzam Kassab
Project Engineer – Highways
akassab@wakefield.gov.uk
01924 306032

From: [REDACTED]
Sent: 04 November 2022 19:50
To: Clerk | Ackworth Parish Council <clerk@ackworthparishcouncil.gov.uk>
Subject: RE: Puffin Crossing, A638 Wakefield Road, Ackworth

Hi Sue, Attached you will find a communication letter about the Puffin Crossing on Wakefield Road, Ackworth.

Regards

[REDACTED]
Traffic, Engineering & Design
Communities, Environment & Climate Change
Wakefield Council

[REDACTED]
Tel: 01924 306032
Mob: 07930733011
www.wakefield.gov.uk

From: Carrington, Jessica (Cllr) <JCarrington@wakefield.gov.uk>
Sent: 09 November 2022 19:42
To: Clerk | Ackworth Parish Council <clerk@ackworthparishcouncil.gov.uk>;
agarbutt@wakefield.gov.uk; Massey, Raymond (Cllr) <rmassey@wakefield.gov.uk>
Cc: Martin Roberts <martin.roberts@ackworthparishcouncil.gov.uk>; John Bell
<john.bell@ackworthparishcouncil.gov.uk>
Subject: Re: A638 Wakefield Road - Puffin crossing

Dear Sue

Thank you for making us aware of the below.

I refer the parish council back to the exchange of previous emails around the puffin crossing. In the email dated 28th October from the parish council to Martin Barnes and Matthew Morley there is a line asking the following "We strongly urge that the work is delayed so that proper consultation can take place."

I would suggest a member from the parish council contacts [REDACTED] to inform him of this. WMDC have informed us the full consultation is now currently taking place around the crossing.

Many thanks

Jessica Carrington

Councillor Jessica Carrington
Ackworth, North Elmsall & Upton
Mental Health Champion Wakefield Council & Mental Health First Aider England

Email: jcarrington@wakefield.gov.uk

Mobile: [07770533848](tel:07770533848)

Facebook: Cllr J Carrington Ackworth, North Elmsall and Upton

Twitter: [@cllrjcarrington](https://twitter.com/cllrjcarrington)

From: Clerk | Ackworth Parish Council <clerk@ackworthparishcouncil.gov.uk>
Sent: Wednesday, November 9, 2022 2:39:11 PM
To: Carrington, Jessica (Cllr) <JCarrington@wakefield.gov.uk>; Garbutt, Allan (Cllr) <AGarbutt@wakefield.gov.uk>; Massey, Raymond (Cllr) <rmassey@wakefield.gov.uk>
Cc: Martin Roberts <martin.roberts@ackworthparishcouncil.gov.uk>; John Bell <john.bell@ackworthparishcouncil.gov.uk>
Subject: A638 Wakefield Road - Puffin crossing

Dear Councillor

I am writing to you regarding the above.

██████████ has paid 2 visits to the office within the last few days regarding the work on the crossing being stopped. On his visit today he was very upset and doesn't understand why this work has been halted.

As you are aware he spent a lot of time gathering signatures on a petition for a crossing on Wakefield Road which he submitted to Wakefield Council and which the Parish Council supported.

I am writing to ask that you contact him on ██████████ with a view to meeting him on site to discuss this matter and for him to explain his point of view to you.

Many thanks

Regards

Sue

Sue Templeman
Clerk to Ackworth Parish Council
Ackworth Parish Council Community Centre
Bell Lane
Ackworth
Pontefract
WF7 7JH

To: Martin Roberts <martin.roberts@ackworthparishcouncil.gov.uk>

Cc: John Bell <john.bell@ackworthparishcouncil.gov.uk>

On 11 Nov 2022 10:39, Clerk | Ackworth Parish Council
<clerk@ackworthparishcouncil.gov.uk> wrote:

Good morning

██████████ has again visited the office re the crossing.

He has been made aware that this matter was discussed at Ackworth Parish Council's Road Safety Committee last Monday and it has been recommended to the Parish Council to carry out its own consultation. He would like to meet with someone on site on Monday afternoon to put his points of view forward.

██████████ contact number is ██████████.

Thank you.

Sue

Clerk

From: Martin Roberts <martin.roberts@ackworthparishcouncil.gov.uk>

Sent: Friday, November 11, 2022 11:53 AM

To: Clerk | Ackworth Parish Council <clerk@ackworthparishcouncil.gov.uk>

Cc: John Bell <john.bell@ackworthparishcouncil.gov.uk>

Subject: RE: A638 Wakefield Road - Puffin crossing

Hi Sue,

I hope you are well.

I have spoken to ██████████ today as well at the War Memorial.

He seems to have been told by village gossip that delay means it won't happen.

I reaffirmed that this is not true and the only issue for people is the specific location.

Thank you.

Best Regards

Martin