



Mrs J Nolan  
Clerk to the Council

The Parish Council Community Centre  
Bell Lane, Ackworth  
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11 July 2024

Sent via email to [@gmail.com](#)

Dear

**Freedom of Information Request – Low Ackworth Playground Gate**

I write in response to your Freedom of Information request dated Wednesday 29<sup>th</sup> May, received Thursday 30<sup>th</sup> May 2024, as detailed below.

1. Can you please inform me who is responsible for installing the McAlpine one and a half inch bath plug instead of the correct gate rubber buffer?
2. Who authorised the installation of the McAlpine Rubber bath plug?
3. Under the freedom of information can I please have a copy of the annual Health and Safety Report which was undertaken in December 2023?
4. Can I have a copy of the latest annual Health and Safety Report that was carried out most recently.

As advised on the 30<sup>th</sup> May 2024, the information requested relates to Human Health and Safety and therefore Ackworth Parish Council applied their right to extend the response from 20 to 40 working days which we exercised.

We would also like to note that where requests for freedom of information are made, legally we are required to respond with what's held on written record. Some of the questions you have asked, fall outside of what would be recorded and this is the reason you were invited to attend the office to discuss further which was declined.

Please find below information as per your request.

1. Can you please inform me who is responsible for installing the McAlpine one and a half inch bath plug instead of the correct gate rubber buffer?

This information is not held on written record. Emergency works are instructed by me the Clerk. Reason for installation has been verbally discussed in an official capacity which you are aware of.

2. Who authorised the installation of the McAlpine Rubber bath plug?

This information is not held on written record. Emergency works are instructed by me the Clerk. Reason for installation has been verbally discussed in an official capacity which you are aware of.

3. Under the freedom of information can I please have a copy of the annual Health and Safety Report which was undertaken in December 2023?

As attached – Please note the 2024 report now supersedes this report.

4. Can I have a copy of the latest annual Health and Safety Report that was carried out most recently.

An additional inspection was carried out in April 2024 due to concerns regarding suspected vandalism across our sites. Currently the reports are still live, and any remedial action is currently in progress.

Therefore, under exemption 'Section 38 – Endangering Health and Safety' we will not be releasing this document at this time for public circulation until all remedial action completed.

As you have received this report now in an official capacity, we would remind you that the information you are privy to is in the capacity as a Councillor to Ackworth Parish Council. For this reason, we will not be revisiting this FOI request to supply the requested report once remedial work completed as a copy is within your possession.

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



## BELL LANE



Site address:-

**Bell Lane, Ackworth, Pontefract, West Yorkshire**

Date of inspection:-

**7/12/2023**

Inspected by:

**Gary Watkinson**

**RPii Certificate No 1041A**



### **1. Lightmain Teen Shelter**

**Condition:** No defects were found

**Surfacing:** Grass

**Surface Condition:** Worn

**Low Risk: 6**



## BELL LANE

### 2. Lightmain Multi-use Games Area

**Condition:** Slight damage to one mesh panel – monitor  
Slight fire-damage to one panel – monitor

**Compliance:** Complies with BS EN 15312

**Surfacing:** Tarmac

**Surface Condition:** Satisfactory

**Medium Risk: 8**



(Slight damage to mesh panel – library photo)



(Slight fire-damage to panel)

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### Ancillary items/Comments

- No seats provided
- No litter bins provided
- Sign satisfactory (**Very Low Risk**)
- No fence provided
- No path provided
- General area – good condition. Tidy

**MEDIUM RISK SITE**



## CARR BRIDGE PLAYING FIELD



Site address:-

Mill Lane, Ackworth, Pontefract, West Yorkshire

Date of inspection:-

7/12/2023

Inspected by:

Gary Watkinson

RPii Certificate No 1041A



### 1. Sutcliffe Rota Item

**Condition:** No defects were found

**Compliance:** Complies with BS EN 1176

**Surfacing:** Grass Mats

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Low Risk: 4**



### 2. Sutcliffe Stand-on Seesaw

**Condition:** Excessive movement in foundations – requires attention

**Compliance:** Complies with BS EN 1176

**Surfacing:** Grass Mats

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Low Risk: 6**





## CARR BRIDGE PLAYING FIELD

### 3. Sutcliffe Tube Slide

**Condition:** No defects were found

**Compliance:** BS EN 1176-1, Sec. 4.2.7.5, potential foot trap between platform & top of incline climber

**Surfacing:** Grass Mats

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Low Risk: 7**



(Potential foot trap – library photo)

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### 4. Sutcliffe Group Swing

**Condition:** No defects were found

**Compliance:** BS EN 1176-1, Sec. 4.2.7.6, potential finger trap between plastic links on basket

**Surfacing:** Grass Mats

**Surface Condition:** Grass worn (this may affect the impact attenuating properties of the mats)

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Low Risk: 7**



(Potential finger trap – library photo)

## CARR BRIDGE PLAYING FIELD

### 5. Sutcliffe Balance Beam

**Condition:** No defects were found

**Compliance:** Complies with BS EN 1176

**Surfacing:** Grass Mats

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the requirements of BS EN 1176

**Very Low Risk: 2**



### 6. Sutcliffe Spring Car

**Condition:** No defects were found

**Compliance:** Complies with BS EN 1176

**Surfacing:** Green Fleck Wet Pour

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the requirements of BS EN 1176

**Very Low Risk: 2**



### 7. Sutcliffe Spring Seesaw

**Condition:** No defects were found

**Compliance:** Complies with BS EN 1176

**Surfacing:** Green Fleck Wet Pour

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the requirements of BS EN 1176

**Very Low Risk: 2**



### 8. Sutcliffe Toddler Multi Unit

**Condition:** Centre disc on play panel missing – monitor

**Compliance:** Complies with BS EN 1176

**Surfacing:** Green Fleck Wet Pour

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Low Risk: 4**



## CARR BRIDGE PLAYING FIELD

### 9. Sutcliffe 1.94m 1 Bay Swing with 2 Cradle Seats

**Condition:** No defects were found

**Compliance:** Complies with BS EN 1176

**Surfacing:** Green Fleck Wet Pour

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Very Low Risk: 2**



### 10. Sutcliffe Roundabout

**Condition:** No defects were found

**Compliance:** BS EN 1176-1, Sec. 4.2.7.2, potential head trap between frame & platform

**Surfacing:** Green Fleck Wet Pour

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Low Risk: 5**



(Potential head trap – library photo)



(Potential head trap)



## CARR BRIDGE PLAYING FIELD

### 11. Sutcliffe Junior Multi Unit

**Condition:** Replace missing bolt on side of platform

**Compliance:** BS EN 1176-1, Sec. 4.2.7.6, potential finger traps at holes on platform where bolts missing

**Surfacing:** Black Wet Pour with Inserts

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Medium Risk: 12**



(Potential finger trap at missing bolt)

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### 12. Sutcliffe Six Step Posts

**Condition:** No defects were found

**Compliance:** Comply with BS EN 1176

**Surfacing:** Black Wet Pour with Inserts

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the requirements of BS EN 1176

**Very Low Risk: 2**



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### 13. Sutcliffe Rota item

**Condition:** No defects were found

**Compliance:** Complies with BS EN 1176

**Surfacing:** Black & Green Wet Pour

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Low Risk: 4**



## CARR BRIDGE PLAYING FIELD

### 14. Bespoke Traverse Wall

**Condition:** Slight rotting of logs – monitor  
Resecure two loose foot holds

**Compliance:** Complies with BS EN 1176

**Surfacing:** Black Wet Pour

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the requirements of BS EN 1176

**Low Risk: 4**



(Rotting log)



(Rotting log)



(Loose foot hold)



(Loose foot hold)

### 15. Unknown Make One 5-a-side Goal

**Condition:** No defects were found

**Compliance:** Complies with BS EN 15312

**Surfacing:** Grass

**Surface Condition:** Worn – monitor  
Glass present in goal – remove

**Medium Risk: 8**



## CARR BRIDGE PLAYING FIELD

### Ancillary items/Comments

- Seats x three – within 1m of fence (**Low Risk**)
- Litter Bin x one satisfactory (**Very Low Risk**)
- Sign satisfactory (**Very Low Risk**)
- Fence (around items 6-14 only) – potential neck trap at bow tops & seat within 1m (**Medium Risk**) Anti-sag bars not fitted – monitor
- Pedestrian Gate x one – clearance of between 60mm & 110mm should be maintained at bottom of gate (actually 45mm). Slight distortion of gate – requires attention. (**Low Risk**) Re-adjust self-closing device as gate closing too fast (closing in 3.5 seconds, should be at least 5 seconds) (**Medium Risk**)
- Only one pedestrian entrance (**Medium Risk**)
- Path satisfactory (**Very Low Risk**)
- General area – good condition. Tidy

### MEDIUM RISK SITE

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## LOW ACKWORTH PLAYING FIELD



Site address:-

Station Road, Low Ackworth, Pontefract, West Yorkshire

Date of inspection:-

7/12/2023

Inspected by:

Gary Watkinson

RPii Certificate No 1041A



### 1. Eibe Spring Ram

**Condition:** No defects were found

**Compliance:** Complies with BS EN 1176

**Surfacing:** Black Wet Pour with Insert

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the requirements of BS EN 1176

**Very Low Risk: 2**



### 2. Norleg Seesaw with Tyre Stops

**Condition:** No defects were found

**Compliance:** Complies with BS EN 1176

**Surfacing:** Black Wet Pour with Inserts

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Low Risk: 4**





## LOW ACKWORTH PLAYING FIELD

### 3. Handmade Places Dragonfly

**Condition:** No defects were found

**Compliance:** Complies with BS EN 1176

**Surfacing:** Grass

**Surface Condition:** Satisfactory

**Very Low Risk: 2**



### 4. Handmade Places Snail

**Condition:** Hand holds missing – monitor

**Compliance:** Complies with BS EN 1176

**Surfacing:** Grass

**Surface Condition:** Showing signs of wear

**Very Low Risk: 2**



### 5. Wicksteed 2.35m 1 Bay Swing with 2 Flat Seats & Son.X Audio Blocks fitted to Chains

**Condition:** No defects were found

**Compliance:** Complies with BS EN 1176

**Surfacing:** Black Wet Pour with Inserts

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Low Risk: 4**



### 6. Norleg Multi Climbing Frame

**Condition:** Small splits in logs – monitor

**Compliance:** Complies with BS EN 1176

**Surfacing:** Grass Mats

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Low Risk: 7**



## LOW ACKWORTH PLAYING FIELD

### 7. Norleg Four-item Trim Trail consisting of:

- a) Rope Walk
- b) Bridge
- c) Step Post
- d) Wobble Log

**Condition:** Small splits in logs – monitor

**Compliance:** Complies with BS EN 1176

**Surfacing:** Grass Mats

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Low Risk: 4**



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### 8. Wicksteed Junior Multi Unit

**Condition:** No defects were found

**Compliance:** Complies with BS EN 1176

**Surfacing:** Black Wet Pour with Inserts

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Low Risk: 7**



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### 9. Wicksteed 1.77m 1 Bay Swing with 1 Cradle Seat

**Condition:** No defects were found

**Compliance:** Complies with BS EN 1176

**Surfacing:** Black Wet Pour

**Surface Condition:** Satisfactory

**Surface Compliance:** Meets the dimensional requirements of BS EN 1176

**Very Low Risk: 2**



**From:** .....  
**Sent:** 25 July 2024 12:16  
**To:** Clerk | Ackworth Parish Council  
**Subject:** Re: FW: Health and Safety issues not being dealt with correctly regarding Low Ackworth Play Area

Thank you, Jemma

Kind Regards  
~

On Thu, 25 Jul 2024 at 10:37, Clerk | Ackworth Parish Council <[clerk@ackworthparishcouncil.gov.uk](mailto:clerk@ackworthparishcouncil.gov.uk)> wrote:

Morning

Please see attached, apologies this wasn't included. This was my error in selecting the 2023 report PDF pages of the report to be included as the report page number doesn't correlate to the actual PDF page number and this is where the error was caused.

Yes, that is correct, there are no written records that fall within your FOI request. Mental decision making or verbal conversations between myself and staff are not held on written record and therefore cannot be included within a freedom of information request. The ICO website covers this in more detail by way of explanation that written records shouldn't be created to fulfil an FOI request.

[Freedom of information guidance and resources | ICO](#)

From the Council meeting on the 8<sup>th</sup> July, under the private section we discussed this matter and in your capacity as a Councillor you are now aware of the circumstances regarding the emergency works completed.

As a council, we do not hold a 'stock' of playground parts, therefore when items are vandalised/damaged, they cannot immediately be replaced like for like. Where there is an emergency, it is my responsibility to decide to either remove the potentially dangerous item or temporarily replace with an alternative to make safe depending on the circumstances. In this scenario, the plug was an adequate temporary measure as you have viewed in the 2024 ROSPA playground inspection report in your capacity as a Councillor.

The new buffer was ordered and then replaced once received. If the plug had not been a sufficient temporary measure, we would have taken the action to close the playground in its entirety as the gate is the only entrance and exit at this location.

I hope this provides further clarity and is the reason I initially invited you in to discuss.

Thanks

Jemma

**Jemma Nolan** | Clerk to the Council

Office: 01977 611583



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[www.ackworthparishcouncil.gov.uk](http://www.ackworthparishcouncil.gov.uk)



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**From:**

**Sent:** Wednesday, July 24, 2024 3:22 PM

**To:** Clerk | Ackworth Parish Council <[clerk@ackworthparishcouncil.gov.uk](mailto:clerk@ackworthparishcouncil.gov.uk)>

**Subject:** Re: FW: Health and Safety issues not being dealt with correctly regarding Low Ackworth Play Area

Hi Jemma

Thank you for my freedom information request regarding annual health and safety report which was done on the 7/12/2023 regarding Low Ackworth park. I have noticed that the play area gate and the fencing are missed off this report. Can I please have a copy of the remainder of the annual health and safety report regarding the gate and fencing.



Regarding who installed bath plug as a temporary measure and that it was classed as emergency work, am I understanding correctly, after a serious incident regarding the gate buffer at Low Ackworth Play Area.

As emergency works are instructed by you the clerk, there is no written record to why this emergency work was carried out and why McAlpine one and a half inch bath plug was installed instead of the correct gate rubber buffer.

Also that there is no record to who you instructed to carry out the temporary emergency work and install the McAlpine one and half inch bath plug instead of a proper rubber gate buffer.

“Emergency works are instructed by  
me the Clerk.

“ Can you please inform me who is responsible for installing the McAlpine one and  
a half inch bath plug instead of the correct gate rubber buffer?

This information is not held on written record. Emergency works are instructed by  
me the Clerk. Reason for installation has been verbally discussed in an official  
capacity which you are aware of.”

Kind Regards

On Thu, 11 Jul 2024 at 13:25, Clerk | Ackworth Parish Council  
<[clerk@ackworthparishcouncil.gov.uk](mailto:clerk@ackworthparishcouncil.gov.uk)> wrote:

Hi

Following our conversations below and in person. Please see attached the formal response to your freedom of information request submitted as a resident and responded to as such.

This freedom of information request has now been actioned in full and closed internally.

Many Thanks

Jemma

**Jemma Nolan** | Clerk to the Council

Office: 01977 611583



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## LOW ACKWORTH PLAYING FIELD

### 10. Unknown Make Basketball Post

**Condition:** No defects were found

**Compliance:** Complies with BS EN 15312

**Surfacing:** Tarmac

**Surface Condition:** Satisfactory

**Medium Risk: 8**



### 11. Harrod Two Goals

**Condition:** No defects were found

**Compliance:** Comply with BS EN 15312

**Surfacing:** Grass

**Surface Condition:** Showing signs of wear in one goal –  
monitor

**Medium Risk: 8**



### Ancillary items/Comments

- Picnic Tables x three satisfactory (**Very Low Risk**)
- Seats x two satisfactory (**Very Low Risk**)
- Litter Bin x one satisfactory (**Very Low Risk**)
- Signs satisfactory (**Very Low Risk**)
- Part Wall/Part Metal Fence – metal fence satisfactory (**Very Low Risk**)
- Pedestrian Gate x one – clearance of between 60mm & 110mm should be maintained at bottom of gate (actually 145mm) (**Low Risk**) Re-adjust self-closing device as gate closing too fast (closing in 3.8 seconds, should be at least 5 seconds) (**Medium Risk**)
- Vehicular Access Gate x one satisfactory (**Very Low Risk**)
- Only one pedestrian entrance (**Medium Risk**)
- Boundary wall/fence shared with houses – good condition
- No path provided
- General area – good condition. Tidy

**MEDIUM RISK SITE**

