



Mrs J Nolan
Clerk to the Council

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

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5th June 2024

Dear Resident

You are invited to attend a meeting of Ackworth Parish Council which will be held at the Parish Council Community Centre, Bell Lane, Ackworth, on
MONDAY 10th JUNE 2024, COMMENCING AT 7.15 PM.

Yours faithfully

Jemma Nolan
Clerk

*There will be a 15-minute public session prior to the meeting which will commence at 7.15pm
(Members of the public are reminded to adhere to the rules set by the council for this session)*

Reminder by the Chair of the Council's expectations for the audio or visual recording of this meeting. The Parish Council meeting may be recorded under the Openness of Local Government Regulations 2014. Devices are to be placed on the table provided throughout the meeting.

AGENDA

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| 1. Chair to sign Declaration of Acceptance of Office Form deferred from the meeting on 20 th May 2024 by Council due to absence. |
| 2. Apologies 2.1 To receive apologies for absence given in advance of the meeting. 2.2 To consider the approval of reasons given for absence. |
| 3. Declarations of Interests and Dispensations 3.1 To receive any declarations of interest not already declared under the Council's Code of conduct or a member's Register of Disclosable Pecuniary Interests on items on the agenda. 3.2 To receive, consider and decide upon any written applications for dispensation for disclosable pecuniary interest. 3.3 To grant any requests for dispensation as appropriate. |
| 4. To receive available reports from the following: 4.1 West Yorkshire Police |

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| <p>4.2 WMDC District Councillors 4.3 APC Council Representatives on outside bodies</p> |
| <p>5. To consider for approval of the minutes of the Parish Council Meeting held on the 20th May 2024, as a true and correct record</p> |
| <p>6. To receive Burial Rights.</p> |
| <p>7. Financial Matters</p> <p>7.1 To receive and consider for approval the accounts including bank statements to the end of April 2024. 7.2 To receive and consider for approval the accounts including bank statements to the end of May 2024. 7.3 To receive and consider for approval payments to be made and Petty Cash account to 10th June 2024.</p> |
| <p>8. To consider and decide upon the following planning applications.</p> <p>8.1 24/00779/FUL - 103 Pontefract Road Ackworth Pontefract WF7 7EL - Demolition of existing outbuilding and conservatory for construction of two storey extensions to front, side and rear, single storey extension to side to form a garage, balcony to front and rear, and new windows to side elevations – Deadline 20/06/2024 8.2 24/00793/FUL - Park Croft Pontefract Road Ackworth Pontefract WF7 7EU - Proposed single-storey rear extension and first-floor extension, with associated internal alterations – Deadline 20/06/2024 8.3 24/00834/FUL - 15 Victoria Street Ackworth Pontefract WF7 7AL - First floor extension above existing ground floor - Deadline 20/06/2024</p> |
| <p>9. Independent Internal Audit</p> <p>9.1 To receive a copy of the Internal Auditor's report for the financial year 23/24 9.2 To receive a proposed draft action plan from the Clerk regarding recommendations from the Internal Auditor and to consider approval of any action required. 9.3 To consider for approval the re-appointment of the current internal auditor for the financial year 24/25 to complete both the interim and full audit at a cost of £660.</p> |
| <p>10. Annual Governance and Accountability Return</p> <p>10.1 To consider each of the assertions below within Section 1 of the Annual Governance and Accountability Return (AGAR), Annual Governance statement for year 2023/2024 and the council's response to each assertion</p> <p>10.1.1 We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements</p> <p>10.1.2 We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.</p> <p>10.1.3 We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances</p> <p>10.1.4 We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.</p> <p>10.1.5 We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.</p> <p>10.1.6 We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.</p> |

10.1.7 We took appropriate action on all matters raised in reports from internal and external audit

10.1.8 We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.

10.1.9 (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.

10.2 To consider for approval, Section 1 of the Annual Governance and Accountability Return (AGAR), Annual Governance statement for year 2023/2024 in line with the council's response to each assertion under 10.1.

10.3 To consider for approval the AGAR Account Statements for 2023/2024 Section 2, provided by the Responsible Financial Officer (RFO).

11. To receive and consider for approval a proposal to restructure the current Council Committee, Subcommittee and Working Group structure to streamline and improve resource time currently taken in the administration of meeting preparation.

12. To note the current Ackworth Parish Council's Financial Regulations to remain as standing, due to an ongoing review of the newly released NALC 2024 Financial Regulations, this item will be available to Council for review in line with the next scheduled meeting on Monday 8th July 2024.

13. To receive a response from Wakefield District Council regarding the requested upgrade of the current crossing facility on Wakefield Road and to decide a course of action.

14. To receive communication regarding a 'consultation on draft recommendations for ward boundaries in Wakefield' and to consider any comments that may be required by this Parish Council.

15. To receive communication from Wakefield District Council regarding its' biodiversity net gain draft supplementary planning document consultation' and to consider any comments that may be required by this Parish Council.

16. Motions requested by Councillor(s)

16.1 To receive a two-part proposal from Cllr. S. Sherratt

i. Cllr S Sherratt proposes that Ackworth Parish Council set up two further deposit accounts. The first for the CIL funds and the second for the management fee set aside for Strata from residents so that they are held separately to the current deposit account.

ii. Cllr S Sherratt proposes that Ackworth Parish Council consider and decide what happens with the interest on the monies in the CIL deposit account and the Management reserve deposit account if opened.

17. TO CONSIDER FOR APPROVAL THAT THE PRESS AND THE PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING ON THE GROUNDS THAT PUBLICITY WOULD BE PREJUDICIAL TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED ON THE FOLLOWING AGENDA ITEMS. PUBLIC BODIES (ADMISSION TO MEETING ACT 1960)

18. To receive and consider for approval renewal quotations for Ackworth Parish Council's Health & Safety Supplier.

19. To receive and consider for approval renewal quotations for the office Printer/Copier facility due to expire.

20. To receive an additional update from the Clerk regarding an ongoing communication with an allotment plot holder and to consider further course of action.