



Mrs J Nolan  
Clerk to the Council

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7 May 2025

Dear Residents

You are invited to attend the Annual meeting of Ackworth Parish Council which will be held at the Parish Council Community Centre, Bell Lane, Ackworth, on **MONDAY 12<sup>th</sup> MAY 2025, COMMENCING AT 7.15 PM.**

Yours faithfully

Jemma Nolan  
Clerk

*There will be a 15-minute public session prior to the meeting and this 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

1. To elect a Chair for the forthcoming year 2025/26
2. Chair to sign Declaration of Acceptance of Office Form
3. To elect a Vice Chair of the Council for the year 2025/26
4. Apologies  4.1 To receive apologies for absence given in advance of the meeting. 4.2 To consider the approval of reasons given for absence.
5. Declarations of Interests and Dispensations  5.1 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. 5.2 To receive, consider and decide upon any written applications for dispensation for disclosable pecuniary interest. 5.3 To grant any requests for dispensation as appropriate.

<p><b>6. General Items for Annual Review</b></p> <p><b>6.1</b> To confirm the dates, time, and place of ordinary meetings of the full council and of standing committees agreed by Council at a previous meeting</p> <p><b>6.2</b> Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.</p> <p><b>6.3</b> To review the Council's and/or staff subscriptions to other bodies</p> <p><b>6.4</b> To review inventory of land and assets including building and office equipment</p>
<p><b>7. Policies for Annual Review</b></p> <p><b>7.1</b> To note the current Ackworth Parish Council's Standing Orders as standing, pending review by Council in June of the newly 2025 released NALC Model Standing Orders</p> <p><b>7.2</b> To review and adopt Ackworth Parish Council's Financial Regulations for the forthcoming year 2025/26</p> <p><b>7.3</b> To review and adopt Ackworth Parish Council's Complaints Policy &amp; Procedure for the forthcoming year 2025/26</p> <p><b>7.4</b> To review the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 2018</p> <p><b>7.5</b> To review the Council's policy and Civility and Respect pledge on dealing with the press/media</p>
<p><b>8. Committees, Subcommittees, Outside Bodies &amp; Delegation Arrangements for Annual Review</b></p> <p><b>8.1</b> To appoint any new Committees or propose changes to existing Committees and structure</p> <p><b>8.2</b> To review the Terms of Reference of Committees</p> <p><b>8.3</b> To review delegation arrangements to Committees, Subcommittees, staff and other local authorities</p> <p><b>8.4</b> To elect representatives to Parish Council Committees with reassurance that this process will be completed in a fair, inclusive and democratic manner</p> <p><b>8.5</b> To elect the Chair and Vice Chair to existing Committees</p> <p><b>8.6</b> To appoint members as representatives to outside bodies and confirm arrangements for reporting back.</p>
<p><i>Monthly Meeting - Agenda Items</i></p>
<p><b>9. To receive available reports from the following:</b></p> <p><b>9.1</b> WMDC District Councillors</p> <p><b>9.2</b> APC Council Representatives on outside bodies</p>
<p><b>10.</b> To consider for approval of the minutes of the Parish Council Meeting held on the 14<sup>th</sup> April 2025, as a true and correct record.</p>
<p><b>11.</b> To receive Burial Rights.</p>
<p><b>12. Financial Matters</b></p> <p><b>12.1</b> To receive and consider for approval the accounts including bank statements to the end of April 2025.</p> <p><b>12.2</b> To receive and consider for approval payments to be made and Petty Cash account to 12<sup>th</sup> May 2025.</p>

<p><b>12.3</b> To note the incorrect receipt of CIL money and return to Wakefield Metropolitan District Council as the address is no longer in Ackworth since the 2023 boundary change.</p> <p><b>12.4</b> To review and approve the organisation list for free of charge annual hire of Parish Council facilities.</p>
<b>13.</b> To receive a copy of the Parish Council's Financial and audit responsibilities
<b>14.</b> To discuss Councillor event volunteer commitment and decide a course of action
<p><b>15.</b> To consider and decide upon the following planning applications.</p> <p><b>15.1</b> 25/00639/OUT - Land At , Rosslyn Grove, Ackworth - Outline application for residential development comprising of 9no. dwellings and associated works with all matters to be reserved expect for access.- Deadline Date 21/05/2025</p>
<b>16. PUBLIC BODIES (ADMISSION TO MEETING ACT 1960) 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</b>
<b>17.</b> To receive notification of an incident regarding the Ackworth Parish Council company vehicle and to decide a course of action
<b>18.</b> To further discuss communication with residents regarding the newly installed exercise equipment on Dando Way

Next Council Meeting: 9th June 2025