



Mrs J Nolan
Clerk to the Council

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

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4th June 2025

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 9th JUNE 2025, COMMENCING AT 7.15PM.**

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

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| <p>19. Apologies</p> <p>19.1: To receive apologies for absence given in advance of the meeting. 19.2: To consider the approval of reasons given for absence.</p> |
| <p>20. Declarations of Interests and Dispensations</p> <p>20.1: 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. 20.2: To receive, consider and decide upon any written applications for dispensation for disclosable pecuniary interest. 20.3: To grant any requests for dispensation as appropriate.</p> |
| <p>21. To receive available reports from the following:</p> <p>21.1: WMDC District Councillors. 21.2: APC Council Representatives on outside bodies.</p> |
| <p>22. To consider for approval of the minutes of the Annual Parish Council Meeting held on the 12th May 2025, as a true and correct record.</p> |
| <p>23. To receive applications for the Exclusive Rights of Burial.</p> |

24. Financial Matters

- 24.1:** To receive and consider for approval the accounts including bank statements to the end of May 2025.
24.2: To receive and consider for approval payments to be made and Petty Cash account to 9th June 2025.
24.3: To receive and approve Ackworth Cemetery Fees from the 1st July 2025 in line with WMDC.

25. To consider a response to the planning authority on the following planning applications.

- 25.1:** 25/00683/FUL - 101 Pontefract Road Ackworth Pontefract West Yorkshire WF7 7EL - Demolition of an existing detached garage and erection of a new detached self-build dwelling, and a new detached garage for the existing dwelling, with associated external works – Deadline 26/06/2025
25.2: 25/00924/TCA - 2 Ackworth House Close Ackworth Pontefract WF7 7NX - T1 Cedar - Crown Reduce on building side only to achieve a maximum clearance of 1.5m-2m. Crown Lift to achieve a maximum clearance of 3metres to ground level. Remove deadwood - No Deadline Date
25.3: 25/00974/FUL - Stonehouse 4 Wakefield Road Ackworth Pontefract WF7 7DE - Change of use of a residential dwelling (Class C3) to an early years nursery/daycare (Class E) – Deadline 13/06/2025
25.4: 25/01030/TCA - Meadow Bank, Ackworth, Pontefract - 1 Cherry Tree - Reduce by approximately 5m in height and width – Deadline 24/06/2025

26. Independent Internal Audit

- 26.1:** To receive a copy of the Internal Auditor's report for the financial year 24/25
26.2: To receive a proposed draft action plan from the Clerk regarding recommendations from the Internal Auditor and to consider approval of any action required.

27. Annual Governance and Accountability Return

- 27.1:** To consider each of the assertions below within Section 1 of the Annual Governance and Accountability Return (AGAR), Annual Governance statement for year 2024/2025 and the council's response to each assertion

27.1.1 We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements

27.1.2 We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.

27.1.3 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

27.1.4 We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.

27.1.5 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.

27.1.6 We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.

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

27.1.8 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.

27.1.9 (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.

- 27.2:** To consider for approval, Section 1 of the Annual Governance and Accountability Return (AGAR), Annual Governance statement for year 2024/2025 in line with the council's response to each assertion under 27.1.

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| <p>27.3: To consider for approval the AGAR Account Statements for 2024/2025 Section 2, provided by the Responsible Financial Officer (RFO).</p> <p>27.4: To consider the date of the public rights of inspection as presented, starting from the 10th June 2025 to the 21st July 2025, which includes the first 10 working days of July 2025.</p> |
| <p>28. To note the current Ackworth Parish Council's Standing Orders to remain as standing, due to an ongoing review of the newly released NALC 2025 Standing Orders, this item will be available to Council for review in line with the next scheduled meeting on Monday 14th July 2025.</p> |
| <p>29. To consider for approval free room hire at Bell Lane to host a free Community event regarding advice on Financial Planning.</p> |
| <p>30. To consider for inclusion to the Parish Council's 'Scheme of Delegation' policy, approval for the Clerk to offer free room hire where deemed appropriate and for delegated authority on submitting eligible funding applications.</p> |
| <p>31. To receive an update on Low Ackworth Playing Fields Lease.</p> |
| <p>32. To review a previous request, considering for approval the lease of a small section of land at Ackworth Cemetery to the neighbouring business.</p> |
| <p>33. Motions requested by Councillor(s)</p> <p>33.1: To receive a proposal from Cllr Roberts to be given delegated authority by Council to progress the lease agreement of Low Ackworth playing fields, car park and play area which is currently under review between Wakefield District Council and Ackworth Parish as and where required in his capacity as both Chair to Ackworth Parish Council and Ward 1 District Councillor.</p> <p>33.2: To receive a proposal from Cllr Hall that the Parish Council should investigate the feasibility and associated costs of improving security at Carr Bridge Playing Fields.</p> <p>33.3: To receive a proposal from Cllr Maiden for the Parish Council to organise an Art Competition with the 5 schools in Ackworth.</p> |
| <p>34. 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)</p> |
| <p>35. To receive quotes and approve a supplier for renewal of the mobile phone contract.</p> |

Next Council Meeting: 14th July 2025