



Mrs J Nolan
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**Minutes of the meeting of Ackworth Parish Council held on
Monday 20th May 2024 at 7:15pm**

Attendance

Cllr John Bell – Chair
Cllr Suzy Sherratt
Cllr Andy Sherratt
Cllr Carolyn Hall
Cllr Sarah Balfour
Cllr Stephen Parker
Cllr Sharon Maiden
Cllr Nathan Bland
Cllr Amanda Cook

Clerk J Nolan

7 Members of the Public in attendance. Question time was held between 7.15pm – 7.30pm.

1. To elect a Chair for the forthcoming year 2024/25
1.1 One nomination received. Cllr Balfour proposed Cllr Roberts, which was seconded by Cllr Cook. It was resolved that Cllr Roberts will remain as Chair to Ackworth Parish Council for the forthcoming year 2024/25.
2. Chair to sign Declaration of Acceptance of Office Form
2.1 In Cllr Roberts absence, it was resolved that the Declaration of Acceptance of Office Form would be signed as agenda item 1 of the next meeting scheduled for 10 th June 2024.
3. To elect a Vice Chair of the Council for the year 2024/25
3.1 Two nominations received. Cllr Cook proposed Cllr Bell, which was seconded by Cllr Hall – 6 votes Cllr S Sherratt proposed Cllr A Sherratt, which was seconded by Cllr Parker – 3 votes It was resolved that Cllr Bell will remain as Vice Chair to Ackworth Parish Council for the forthcoming year 2024/25
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.

- 4.1 It was **resolved** that the apologies were **received** in respect of Cllr Roberts.
4.2 It was **resolved** that council had considered and **approved** the reason given by Cllr Roberts.

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.

- 5.1 Cllr Parker **noted** that he is a member of Ackworth Heritage Group.
5.2 / 5.3 **None** received.

6. General Items for Annual Review

- 6.1 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
6.2 To approve the Chairman's discretionary allowance of £750 in budget for the forthcoming year
6.3 To review the Council's and/or staff subscriptions to other bodies
6.4 To review inventory of land and assets including building and office equipment

- 6.1 The list of dates had previously been circulated to all Cllrs. It was **resolved** that the dates were **confirmed** with an amend to the scheduled Village Events committee meeting date from the 5th November 2024 to the 22nd October 2024.
6.2 It was **resolved** that the Chairman's discretionary allowance of £750 was **approved**.
6.3 The list of subscription had previously been circulated to all Cllrs. It was **resolved** that Council and Staff subscriptions had been **reviewed**.
6.4 The asset register had previously been circulated to all Cllrs. It was **resolved** that the asset register had been **reviewed**.

7. Policies for Annual Review

- 7.1 To review and adopt Ackworth Parish Council's Standing Orders
7.2 To note the current Ackworth Parish Council's Financial Regulations as standing, pending review by Council in June of the newly released NALC 2024 Financial Regulations with recommendation.
7.3 To review the Council's complaints procedure
7.4 To review the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 2018
7.5 To review the Council's policy on dealing with the press/media

Policies had previously been circulated to all Cllrs.

- 7.1 It was **resolved** that the current Standing orders were **reviewed** and **adopted** for the forthcoming year 2024/25.
7.2 It was **resolved** that the current Financial Regulations would remain as standing until further review at the June meeting.

7.3 The following amends were proposed under under standing order 1K.

- To include in addition under section 9 'If you fail to respond within 20 working days to a reasonable request from the Clerk for clarification or any other relevant additional information your complaint will be deemed to have been withdrawn.'
- To remove any reference of the wording 'or to the full council'

It was **resolved** that the Complaints policy had been **reviewed** with the **amend approved**.

7.4 The following amend was proposed

- To include in addition under section 7 'Staff time will be calculated at £25.00 per hour and costs may aggregated for related requests within 60 days from the same person or from people who seem to be working together.'

It was **resolved** that the procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 2018 had been reviewed with the **amend approved**.

7.5 It was **resolved** that the Council's policy on dealing with the press/media had been **reviewed**.

8. Committees, Subcommittees, Outside Bodies & Delegation Arrangements for Annual Review

8.1 To appoint any new Committees or propose changes to existing Committees

8.2 To review the Terms of Reference of Committees

8.3 To review delegation arrangements to Committees, Subcommittees, staff and other local authorities

8.4 To elect representatives to Parish Council Committees

8.5 To elect the Chair and Vice Chair to existing Committees

8.6 To appoint members as representatives to outside bodies and confirm arrangements for reporting back.

8.1 – 8.6 A discussion took place.

It was **resolved** that due to the two pending vacancies to be determined by a by-election, that items under agenda item 8 would be **deferred** to the meeting scheduled on Monday 8th July 2024.

Monthly Meeting - Agenda Items

9. To receive available reports from the following:

9.1 West Yorkshire Police

9.2 WMDC District Councillors

9.3 APC Council Representatives on outside bodies

9.1 The report had previously been circulated to all Cllrs. The report was **resolved** as **received**.

9.2 **None** received.

9.3 The following verbal reports were **received**:

Parish Council Coffee Morning: First event was held on 24/04/2024 which residents attended, next event on 22/05/2024.

Low Ackworth Community Association (LACA): Discussed the recent event held and the LACA representative who attended the last APC working group meeting provide their update to the association.

West Yorkshire Police Crime Prevention Meeting: Held on 09/05/2024, advice given to the PC regarding mobile CCTV options, anti-social behaviour point of contacts and how to report and advise around cutting back foliage to remove hiding places.

PACT: Further update supplied on the West Yorkshire Police operation against nuisance bikes and quads, operation 'MillerSea'.
Ackworth United Charities: They are continuing with the planned damp proofing and Cllr S Sherratt has a tour planned with them.
Ackworth Heritage Group: Provided an overview of current events and ongoing actions. Advised on the creation of a new postcard project.

10. To approve the minutes of the Parish Council Meeting held on the 15 April 2024, as a true and correct record.

10.1 The minutes had previously been circulated to all Cllrs. It was **resolved** that the meeting minutes were **approved**.

11. Committee and Subcommittee Meetings

11.1 To receive the minutes of the Village Events Committee meeting held on 18th April 2024 and approve the recommendations with them.

11.2 To receive the minutes of the Village Events Committee meeting held on 16th May 2024 and approve the recommendations with them.

11.3 To receive the minutes of the Finance and General Purposes Committee meeting held on 29th April 2024 and approve the recommendations within them.

11.4 To receive the minutes of the Village Amenities Committee meeting held on 29th April 2024 and approve the recommendations within them.

11.5 To receive the minutes of the Environment, Road Safety and Planning meeting held on 29th April 2024 and approve the recommendations within them.

11.6 To receive the minutes of the Allotments Committee meeting held on 3rd May 2024 and approve the recommendations within them.

All committee minutes had previously been circulated to all Cllrs.

11.1 It was **resolved** that the committee meeting minutes had been **received** and the **recommendations** within **approved**.

11.2 It was **resolved** that the committee meeting minutes had been **received** and the **recommendations** within **approved**.

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11.5 It was **resolved** that the committee meeting minutes had been **received** and the **recommendations** within **approved**.

11.6 It was **resolved** that the committee meeting minutes had been **received** and the **recommendations** within **approved**.

Committee meeting minutes are available on the Ackworth Parish Council website.

12. To receive Burial Rights.

12.1 It was **resolved** that the burial rights had been **received** for K15.

13. Financial Matters

13.1 To receive and approve payments to be made and Petty Cash account to 20 May 2024.

13.1 It was **resolved** that the payments to be made and petty cash were **approved**.

<p>14. To consider and decide upon the following planning applications.</p> <p>14.1 24/00707/FUL - 56 Mill Lane, Ackworth, Pontefract, WF7 7NG - Single storey rear extension – Deadline Date 17/05/2024. Extension Requested.</p> <p>14.2 24/00552/FUL - Bungalow and Garages, At Sawwood Close, Ackworth, Wakefield, WF7 7LB - Demolition of existing buildings and erection of 2no. detached dwellings, detached garage with annexe above and alterations to boundary treatment - Deadline Date 15/05/2024. Extension Granted.</p>
<p>14.1 / 14.2: It was resolved that applications 24/00707/FUL & 24/00552/FUL were noted.</p>
<p>15. To approve a request from Citizens' Advice to use a room free of charge to hold a 'Community Drop In' trial event in June for Ackworth Residents.</p>
<p>15.1 It was resolved that free of charge room use was approved.</p>
<p>16. To approve a request for use of the Parish Council Van & Caretaker to assist with collecting litter picking rubbish bags and placing in a central location as part of a village 'Clean Up Event' currently being organised by community members.</p>
<p>15.1 It was resolved that the use of the Parish Council Van & Caretaker to support with the litter picking collecting was approved.</p>
<p>17. Motions requested by Councillors</p> <p>17.1 To receive a proposal from Cllr. S. Sherratt that Ackworth Parish Council fund training for the Project and Events Manager in bid writing so that we have a staff member capable of obtaining grants and funding for community capital projects and events.</p> <p>17.2 To receive a two-part proposal from Cllr. S. Sherratt</p> <p>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.</p> <p>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.</p>
<p>17.1 The following amends were proposed by Cllr Bland under standing order 1K for the Clerk to explore the financial viability of the proposal</p> <ul style="list-style-type: none"> • To replace the word 'fund' with 'explore' • To replace 'Project & Event Manager' with 'a member' <p>Cllr S Sherratt seconded the amend, therefore the amend was carried.</p> <p>It was resolved that the amended proposal was approved.</p> <p>17.2 The Clerk advised Cllr S Sherratt via the Chair, that banking suppliers formed part of the recommendations from the recent internal audit which would be supplied to Council as part of the scheduled June meeting and that Cllr S Sherratt may want to consider deferring her motion pending further information to be supplied. Cllr S Sherratt requested the motion be deferred to the June meeting which the Chair approved.</p> <p>It was resolved that the motion was deferred.</p>
<p>18. 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</p>
<p>18.1 It was agreed to move to the private section of the meeting on the agenda items that followed.</p>

<p>19. To receive notification regarding a new insurance claim.</p>
<p>19.1 The Clerk provided a confidential update regarding a new insurance claim.</p> <p>It was resolved that the update was noted.</p>
<p>20. To receive the Independent Playground Inspection report and decide a course of action on the recommendations.</p>
<p>All reports had previously been circulated to all Cllrs advising that reports and agenda item are confidential due to suspected ongoing vandalism currently being reviewed alongside the police.</p> <p>It was resolved and approved that the Clerk was given full financial delegated power, to review any areas highlighted within the reports requiring attention. Prioritising areas assessed as 'amber' to ensure required works completed at the earliest opportunity.</p>
<p><i>It was approved to extend the meeting by 15 minutes in line with Standing Order 3x</i></p>
<p>21. To receive a proposal from a resident regarding usage of Brackenhill Community Centre.</p>
<p>The proposal had previously been circulated to all Cllrs.</p> <p>A detailed discussion took place.</p> <p>It was resolved that the proposal for a 6 month hire of Brackenhill Community Centre was approved with the conditions set out in the hire proposal as the terms of use. It was noted that the residents facing the community centre would be communicated with prior to the commencement of the hire period. It was agreed that the hire arrangements are to be reviewed after 3 months at which point Ackworth Parish Council have the right to terminate the agreement.</p>

Time Closed: 21:37