



Mrs J Nolan
Clerk to the Council

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Minutes of the meeting of Ackworth Parish Council held on Monday 11th March 2024 at 7:15pm

Attendance

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

Clerk J Nolan

6 Members of the Public in attendance.

- A resident made statements regarding the youth shelter and asked the following questions as part of this.
 - 'Can the parish confirm if money spent has been recouped from WMDC'
 - 'Can you confirm if APC are paying for the safety report and is it being cross charged to WMDC'
 - Regarding the company who completed the inspection on both the Youth Shelter and Carr Bridge swings, the question asked was 'Does it not raise concerns that require immediate attention'

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| <p>1. Reminder by the Chair of the Council's expectations for the audio or visual recording of this meeting. <i>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.</i></p> |
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| <p>2. Apologies</p> |
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| <p>2.1 To receive apologies for absence given in advance of the meeting.</p> |
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| <p>2.2 To consider the approval of reasons given for absence.</p> |
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| <p>2.1 Resolved that apologies for absence were given in respect of Cllrs Gwen Marshall, Carolyn Hall and Mike Galvin. The reason for absence were noted by the Clerk.</p> |
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| <p>2.2 Resolved that apologies for absence given were approved, all in favour.</p> |
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| <p>3. Declarations of Interests and Dispensations</p> |
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| <p>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.</p> |
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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.

3.1 / 3.2 / 3.3 None to **receive**.

4. To receive available reports from the following:

4.1 West Yorkshire Police

4.2 WMDC District Councillors

4.3 APC Council Representatives on outside bodies

4.1 The Clerk confirmed that the stats had not been received in time for circulation at the meeting and they would be circulated via email.

4.2 District Councillor Raymond Massey was in attendance and provided a verbal update on the below.

- Commented on the Youth Shelter ownership and maintenance, stated he had been in contact with WMDC to review their responsibility however hadn't received a response to date.
- Confirmed that this would be his last meeting in attendance as a District Councillor.

It was **noted** that a thank you was given to District Councillor Raymond Massey from Ackworth Parish Council for his service in his role.

4.3 The following reports were provided by the elected Councillors of the Outside Bodies.

Heritage Group – Cllr S Sherratt

- Access required to maintain the site in relation to self-seeding trees in the wall
- Confirmed the mounting of a Blue Plaque for Harry Miles
- A stone will be cut and added to the village memorial near the Co-op for the quarrymen
- A discovery of iron workings from Medieval times on the footpath near Hesse Hall
- The Harry Miles photo exhibition was a success and gained lots of interest
- Due to a vehicle collision to the boundary stone at Rigg Lane Sewage Works which states 'Here ends Ackworth' which has been smashed into the ditch
- Would like to request an update regarding the removal of the wall between Howard School and the residential property it borders.

Ackworth, Pontefract & District Almshouses – Cllr S Sherratt & Cllr A Sherratt

- Looking for building land in Pontefract to build further Almshouses
- Elected Cllrs have completed a training day with the Almshouses
- Dam proofing of houses over the next 12 months
- Almshouses have received a letter regarding Green Lane which has been included in this agenda under item 16.3

PACT Meeting with West Yorkshire Police - Cllr A Sherratt

- Items discussed not related to Ackworth
- Other items outside of the village included illegal sales of vapes to minors, and incident in South Elmsall and road safety concerns
- Discussed between Cllr A Sherratt and the PSCO was a requirement of a Satellite station which has been included in this agenda under item 16.2

5. To approve the minutes of the Parish Council Meeting held on the 5th February 2024, as a true and correct record.

5.1 Proposer Cllr Balfour, Seconded Cllr Bland. Voting completed, All in Favour.

It was **requested** that the location recorded under Dist Cllr Massey's report agenda item 4.2 may not be accurate and required review and correction if required. All in Favour.

Resolved: The meeting minutes were **approved**.

6. To receive information on the following ongoing matters arising – Clerks Update

6.1 To receive an update from WMDC following the approved amended proposal in November 23 relating to the upgrade of the crossing on Wakefield road - *That Ackworth Parish Council investigate the possibility of upgrading the recently installed crossing on Wakefield Road to a lights-controlled Puffin Crossing. Further and in addition, that Ackworth Parish Council petition Wakefield District Council and Highways to install more crossings on Wakefield, Doncaster and Barnsley Roads as outlined in our original Road Safety Plan.*

6.2 To receive a report from the Clerk following a review with Cllr A Sherratt in relation to the approved proposal in September 23 - *To receive a proposal and recommendation from Cllr A Sherratt that Ackworth Parish Council create, adopt and implement a robust, open and transparent process for providing information to, and dealing with enquiries from, residents of the village.*

6.1 A discussion took place on this item, which included printed examples prepared by Cllr A Sherratt in relation to upgraded crossing within West Yorkshire within similar proximity to junctions.

The clerk requested that Cllr A Sherratt supports with drafting a response to WMDC with the research he has completed in relation to the upgrade of the crossing on Wakefield Road – All in Favour

6.2 The Council received the below recommendations within the report.

- To authorise a central IT user access to all Ackworth Parish Council owned emails to promptly search emails in instances relating to formal requests only such as FOI, SAR and DSAR requests.
- To formally adopt a process for the proactive retrieval of potentially deleted emails upon advice of our IT provider. (relating to first recommendation)
- To continue the current review of the information available on our APC website, building on what is available with transparency in mind to limit Freedom of Information requests placed and openly provide information that the public would like to know where appropriate.

Cllr Balfour proposed to accept recommendations, seconded by Cllr A Sherratt – All in Favour

7. Committee and Subcommittee Meetings:

7.1 To receive the minutes of the Allotments subcommittee meeting held on 1st March 2024 and approve the recommendations within them.

7.2 To receive the minutes of the Finance and General Purposes committee meeting held on 4th March 2024 and approve the recommendations within them.

7.3 To receive the minutes of the Village Amenities committee meeting held on 4th March 2024 and approve the recommendations within them.

7.1 It was **noted** that the pest control service hasn't been removed, the supplier terminated the contract. This is still under review by the Parish Council.

Proposer Cllr Cook, Seconded Cllr Bell. 7 in Favour, 0 Against. **Resolved: Approved**

7.2 It was proposed by Cllr A Sherratt that agenda item 9 is omitted from approval and the agenda item is deferred to a future meeting once reviewed further, seconded Cllr S Sherratt.

3 in Favour, 6 Against. **Resolved: Proposal to omit agenda item 9 fell.**

The Chair moved to a vote regarding agenda item 7.2. Proposer Cllr Bell, Seconded Cllr Balfour. 6 in Favour, 3 Against. **Resolved: Approved**

Cllr A Sherratt **requested** a recorded vote post voting which the Chair **approved**.

Votes in Favour: Cllrs Balfour, Bell, Bland, Cook, Maiden, Roberts.

Votes Against: Cllrs Parker, A Sherratt, S Sherratt.

7.3 It was **noted** that Cllr Parker believed there to be a £1 lease paid for the Village Green in place with Manor Trust in relation to agenda item 7 of the meeting minutes.

Proposer Cllr Cook, Seconded Cllr Bell. 7 in Favour, 0 Against. **Resolved: Approved**

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| 8. To receive Burial Rights |
| 8.1 None to Receive. |
| 9. Financial Matters: |
| <p>9.1 To receive and approve the accounts including bank statements to the end of January 2024.</p> <p>9.2 To receive and approve the accounts including bank statements to the end of February 2024.</p> <p>9.3 To receive and approve payments to be made and Petty Cash account to 11th March 2024.</p> |
| <p>9.1 Proposer Cllr A Sherratt, Seconded Cllr Bland. All in Favour. Resolved: Approved.</p> <p>9.2 Proposer Cllr Bland, Seconded Cllr A Sherratt. All in Favour. Resolved: Approved.</p> <p>9.3 Proposer Cllr Bland, Seconded Cllr S Sherratt. All in Favour. Resolved: Approved.</p> |
| 10. To consider and decide upon the following planning applications: |
| <p>10.1 24/00277/FUL - 103 Pontefract Road Ackworth Pontefract WF7 7EL - Alterations to front elevation, Single storey extensions to front and side, part two storey, part single storey extensions to rear and formation of balcony to 1st floor to rear – Deadline 28/03/2024</p> <p>10.2 24/00222/FUL - Ackworth Howard (VC) C Of E J I School Station Road Ackworth Pontefract WF7 7HH - Installation of solar panels on the pitched and flat roofs of the school – Deadline 13/03/2024</p> <p>10.3 16/00508/S730 - Removal of condition 3 (Pile and Beam Foundations) of approved application ref. 16/00508/FUL for "two storey extension to side, first floor extension to entire dwelling and detached garage to front" approved 23rd May 2016 due to use of alternative foundation – No Deadline Provided</p> |
| 10.1 / 10.2 / 10.3 Noted – All in Favour. |
| 11. To agree the date of Monday 15th April 2024 for the Parish Assembly Meeting prior to the scheduled council meeting. |
| 11.1 Proposer Cllr Bell, Seconded Cllr A Sherratt. All in Favour. Resolved: Approved. |
| 12. To review and approve the Risk Management Assessment for 24/25. |
| <p>12.1 It was noted that the PAT testing date needed updating to reflect 24/25 and that the insurers would need updating from the previous year.</p> <p>Proposer Cllr Maiden, Seconded Cllr Bland. All in Favour. Resolved: Approved.</p> |
| 13. To receive a copy of the Internal Auditor's interim report for the financial year 23/24. |
| <p>13.1 Received. Clerk would review recommendations and form an action plan for review by Council.</p> <p>Proposer Cllr Roberts, Seconded Cllr S Sherratt. All in Favour. Resolved: Approved.</p> |
| 14. To approve a request supported by the Clerk, to allow a resident to join the staff team from the 8th – 12th July 2024 as part of their school's work experience placement programme. (Subject to insurance and risk assessment requirement review). |
| 14.1 Proposer Cllr Bland, Seconded Cllr A Sherratt. All in Favour. Resolved: Approved. |
| 15. To receive correspondence from a resident regarding the pest control at Brackenhill Allotments. |
| <p>15.1 Received.</p> <p>It was noted that some contents within the email were out of context and that the staff team would make contact to communicate with the resident as to the current actions in progress as options were still being reviewed.</p> |

16. Motions requested by Councillors

16.1 Councillor A Sherratt proposes that Ackworth Parish Council contact Wakefield Council Environmental Health department to support the Masons Arms in their attempts to retain the ability to offer their long-standing live music performances which are under threat due to a recent noise abatement notice. This is to further support the Masons Arms in addition to the nearly 3000 people who have signed a petition of support for them.

16.2 Councillor A Sherratt proposes that Ackworth Parish Council provide a facility for a satellite Police Station in the village to provide a base within the village for the Police Community Support Officers to work from, enabling them to spend more time within the village whilst also offering a clear point of contact for residents to contact the PCSO. As a preference a central location such as a facility in the Carr Bridge area would be ideal, however a suitable location exists with the Brackenhill Community Centre which is currently unused.

16.3 Councillor S Sherratt proposes that the Parish Council support Green Lane residents in tackling safety issues from motor transport, scrambling bikes and pushbikes, currently occurring on this Public Footpath to Old Holes Quarries Nature Reserve which should be accessway to a small number of properties only, by corresponding with WMDC and Strata for better signage to promote safety for walkers, children and animals and support against residents' usage of the lane for parking so that dustcarts and emergency vehicles can proceed safely and easily.

16.4 Councillor S Sherratt proposes that the Parish Council fund protective fencing for Old Holes Quarries nature reserve, which is currently being frequented by scrambling bikes and to stop trees being damaged by their owners to create new pathways for scrambling. Green Lane which the scramblers are using to access the land is a public footpath and access route for property owners only and should not be being used by the bikers. This would support greater safety on the footpath for legitimate users.

16.5 Councillor A Sherratt proposes that as a matter of urgency the Parish Council create and adopt an Investment Strategy to comply with Statutory Guidance on Local Government Investments (3rd Edition) – issued under section 15(1)(a) of the Local Government Act 2003. The statutory guidance applies to parish councils with investments exceeding £100,000 (as Ackworth Parish Council currently have) and are encouraged for any parish council with investments between £10,000 and £100,000. The created strategy to be approved directly by the full parish council as set out in the statutory guidance and published to be publicly available on the parish council website.

*Cllr Parker declared an interest in items 16.3 & 16.4 in relation to land owned on Green Lane.
The Chair requested a vote by Council to approve voting rights – All in Favour*

*Cllr A Sherratt & Cllr S Sherratt declared an interest in items 16.3 & 16.4 by default of them being the elected Councillors to the Outside Body Pontefract & District Almshouses.
The Chair requested a vote by Council to approve voting rights – All in Favour*

16.1 A discussion took place. It was **noted** that although some Councillors as individuals were in support, as a Parish Council it was important that the Parish Council are impartial to enable them to serve all members of the community.

Proposer A Sherratt, Seconded Cllr S Sherratt. 3 in Favour, 3 Against.
Casting Vote from the Chair: Against

Resolved: Motion Fell

16.2 An amend to the motion was proposed by Cllr Bland in addition to the proposed motion.

'To approve in principle and to delegate to the Clerk to contact the PCSO and understand the requirement of needs'

Proposer Cllr Bland, Seconded Cllr A Sherratt – All In Favour. Original motion proposers seconded amend and therefore no further vote taken in line with Standing Order 1h.

Resolved: Agreed in principle and delegated to the Clerk.

16.3 Proposer Cllr S Sherratt, Seconded Cllr Maiden.

An amend was proposed by Cllr Bland to include West Yorkshire Police in communications regarding this motion and delegated powers to the Clerk to include the further information supplied by Cllr S Sherratt as part of her verbal explanation of the motion which was to: *Replace the Green Lane signage with updated signage, to ensure signage for the new community centre directs traffic away from Green Lane via an alternative route and to ask community policing with support in increasing safety on the footpath*' Seconded by Cllr S Sherratt. No vote taken in line with Standing Order 1h.

The Chair moved to the vote for the motion. 8 in Favour, 1 Against. **Resolved: Approved**

16.4 Proposer Cllr S Sherratt, Seconded Cllr A Sherratt.

It was **noted** that Ackworth Parish Council do not yet own the land in question and therefore do not have permission to erect a fence.

An **amend** to the motion was proposed by Cllr A Sherratt to change the word 'fund' to 'request Strata to provide as legally required' Seconded by Cllr S Sherratt. No vote taken in line with Standing Order 1h.

The Chair moved to the vote for the motion. 8 in Favour, 1 Against. **Resolved: Approved**

The Clerk reminded the Council of the time nearing the limit in line with standing order 3x. The Chair requested an additional 10 minutes from Council however this was not approved.

16.5 Proposer Cllr A Sherratt, Seconded Cllr Parker

An **amend** to the motion was proposed by Cllr Balfour.

To delete from the original motion 'The created strategy to be approved directly by the full parish council as set out in the statutory guidance and published to be publicly available on the parish council website.'

And to replace with 'This matter will be referred to the Finance & General Purposes Committee to draw up a strategy for recommendation to and approval, will be published on the Parish website'

Vote taken on acceptance of the amend. Proposer Cllr Balfour, Seconder Cllr Bell. 6 in Favour, 3 Against. **Resolved: Approved.**

The Chair moved to the vote with the amend carried. 6 in Favour, 3 Against. **Resolved: Approved**

Time Closed: 21:30