



Mrs J Nolan  
Clerk to the Council

The Parish Council Community Centre  
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**Minutes of the Meeting of Ackworth Parish Council held at Ackworth Parish Council Community Centre, Bell Lane, Ackworth, on Monday 13<sup>th</sup> January 2025, at 7.15 PM.**

**Attendance**

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

Clerk: J Nolan

4 Members of the Public in attendance.

*Question time was held at 7:15pm, questions asked did not relate to the agenda.*

**1. Apologies**

- 1.1 To receive apologies for absence given in advance of the meeting.
- 1.2 To consider the approval of reasons given for absence.

1.1 It was **resolved** that the apologies were **received** in respect of Cllr Cook.

1.2 It was **resolved** that council had considered and **approved** the reason given by Cllr Cook.

**2. Declarations of Interests and Dispensations**

- 2.1 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.
- 2.2 To receive, consider and decide upon any written applications for dispensation for disclosable pecuniary interest.
- 2.3 To grant any requests for dispensation as appropriate.

2.1 / 2.2 / 2.3 **None** to receive, consider or grant.

It was **noted** that the Clerk reminded Councillors of the stipulations under 4.8 of the Financial Regulations in relation to agenda items 10 & 11.

**3. To receive available reports from the following:**

- 3.1 WMDC District Councillors.
- 3.2 APC Council Representatives on outside bodies.



<p><b>3.1</b> A verbal report was provided by Cllr Roberts in his role as District Councillor which included the following:</p> <ul style="list-style-type: none"> <li>• That Cllrs had been focused with the various management of Christmas Events over the festive period</li> <li>• WMDC had been dealing with matters relating to fly tipping</li> <li>• The escalation of the wreath removals at the War Memorial (Cllr Garbutt)</li> <li>• Ongoing reviews of road gritting in line with the weather</li> </ul> <p><b>3.2</b> A verbal report was provided by Cllr S Sherratt on behalf of Ackworth Heritage Group:</p> <ul style="list-style-type: none"> <li>• That Jim Lamprey had been contacted in relation to John Gully's grave however wasn't in a position to provide an update during the meeting</li> </ul>
<p><b>4. To consider for approval of the minutes of the Parish Council Meeting held on the 9<sup>th</sup> December 2024, as a true and correct record.</b></p>
<p><b>4.1</b> The minutes had previously been circulated to all Cllrs. It was <b>resolved</b> that the meeting minutes were <b>approved</b>.</p>
<p><b>5. Committee Meeting Minutes</b></p> <p><b>5.1</b> To receive the minutes of the extra ordinary Finance and General Purposes Committee meeting held on 6<sup>th</sup> January 2025.</p>
<p><b>5.1</b> The minutes had previously been circulated to all Cllrs. It was <b>resolved</b> that the meeting minutes were <b>received</b> as no recommendations required to be approved.</p>
<p><b>6. To receive Burial Rights.</b></p>
<p><b>6.1</b> It was <b>resolved</b> that the burial rights had been <b>received</b> for plots K21 &amp; R/B/7.</p>
<p><b>7. Financial Matters</b></p> <p><b>7.1</b> To receive and consider for approval the accounts including bank statements to the end of December 2024.</p> <p><b>7.2</b> To receive and consider for approval payments to be made and Petty Cash account to 13<sup>th</sup> January 2025.</p>
<p>Bank Statements, Bank Reconciliations, and receipts \ payments for the Current and Deposit Accounts were previously circulated to all Councillors, along with a copy of the receipts and payments for the Petty Cash account. The list of payments to be approved was circulated during the meeting.</p> <p><b>7.1</b> It was <b>resolved</b> that the accounts to the end of December 2024 were <b>approved</b>. All in favour.</p> <p><b>7.2</b> It was <b>resolved</b> that the list of payments to be made and petty cash account were <b>approved</b>. All in favour.</p>
<p><b>8. To consider and decide upon the following planning applications.</b></p> <p><b>8.1</b> 24/02097/FUL - Ackworth Road Car Wash, Wakefield Road, Ackworth, Pontefract, WF7 7AZ - Erection of steel framed seating area and siting of shipping container to site frontage (Retrospective) – Deadline 31/12/2024</p> <p><b>8.2</b> 24/02098/FUL- Ackworth Road Car Wash, Wakefield Road, Ackworth, Pontefract, WF7 7AZ - Change of use of car wash office to barber shop (retrospective) – Deadline 31/12/2024</p> <p><b>8.3</b> 24/02164/CPL - 43 Wenthill Close Ackworth Pontefract WF7 7LP- Removal of existing conservatory, erection of new proposed single storey extension and new windows in side elevations - No Deadline Date</p> <p><b>8.4</b> 24/02217/TCA - 44 Barnsley Road Ackworth Pontefract WF7 7NB - Crown Reduce 1 Sycamore tree from 13 metres in height to a final height of 8metres. - No Deadline Date</p> <p><b>8.5</b> 24/02095/FUL - Priory Cottage Pontefract Road Ackworth Pontefract WF7 7EF - Revised internal layout and window/door opening positions to previously approved dwelling under application 18/02793/FUL – Deadline 13/01/2025</p>
<p><b>8.1/8.2</b> It was <b>resolved</b> that the Clerk was given delegated authority with support from Cllr A Sherratt to object to the application in line with consideration of applying the correct material objections relating to aesthetics and environment as appropriate once reviewed.</p> <p><b>8.3</b> It was <b>resolved</b> the application was <b>noted</b>.</p> <p><b>8.4</b> It was <b>resolved</b> the APC tree policy would be noted against this application.</p> <p><b>8.5</b> It was <b>resolved</b> the application was <b>noted</b>.</p>



<p><b>9. To receive a report from the Clerk/RFO regarding core budget preparation for the 2025/2026 financial year.</b></p>
<p><b>9.1</b> A detailed discussion took place. Thanks were noted to the staff team for their dedication in providing such a detailed financial report. The Clerk advised the report would be made available for public review via the website <a href="https://www.ackworthparishcouncil.gov.uk/">https://www.ackworthparishcouncil.gov.uk/</a> post meeting.</p> <p>It was <b>resolved</b> that the report was received.</p>
<p><b>10. To approve the proposed budget for financial year 1 April 2025 to 31 March 2026.</b></p>
<p><b>10.1</b> It was <b>resolved</b> by Council that for the proposed budget from the Clerk/RFO for the financial year 1 April 2025 to 31 March 2026 was <b>approved</b>.</p> <p>Total Income set at £309,322.64 Total Expenditure set at £362,409.41 Variance -£53,086.77</p> <p>It was <b>noted</b> that there were no further cost savings that could be achieved that hadn't already been considered through previous discussions and that there would be no cuts made to current provisions on offer to the village.</p> <p>It was <b>noted</b> that the increase was considered fair in line with supporting information provided which included factors such as minimal increases applied over the previous 10 years and considerations relating to the precept levy demand of neighbouring town and parish councils in 24/25. See Appendix 1.</p> <p>Proposed Budget included under Appendix 2.</p>
<p><b>11. To decide upon the precept to be levied upon Wakefield Council for financial year 2025/2026.</b></p>
<p><b>11.1</b> It was <b>agreed</b> by Council that the budget variance for the financial year 1 April 2025 to 31 March 2026 of -£53,086.77, would be included as part of the precept to be levied upon Wakefield Council.</p> <p>It was therefore <b>resolved</b> that the total precept demand to be levied totalled £271,655.77. This would be an annual increase of £18.49 (24.29%) calculated on a tax band D household, which is an increase of approximately £1.54 per month per eligible household in Ackworth.</p>
<p><b>12. 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)</b></p>
<p><b>12.1</b> It was <b>resolved</b> to move to the private section of the meeting and public were asked to leave.</p>
<p><b>13. To receive the minutes of the Personnel Committee meeting held on 11<sup>th</sup> December 2024 and approve the recommendations with them.</b></p>
<p><b>13.1</b> The minutes had previously been circulated to all Cllrs. It was <b>resolved</b> that the meeting minutes were <b>approved</b>.</p>

Time Closed: 21:11



## Appendix 1 Budget Considerations

### Ackworth Parish Council Statistics – 2014/15 to 2024/25

Year	Ackworth Precept Increase	Annual Precept Demand	Tax Base	Change in Tax Base	Change in Tax Base	Annual Tax Band D	Increase
2024/25	1.50%	£219,400.00	2882	5	0%	£76.13	£1.12
2023/24	1.28%	£215,786.00	2877	-8	0%	£75.00	£0.95
2022/23	0.00%	£213,650.00	2885	58	2%	£74.06	-£0.00
2021/22	-0.50%	£209,358.00	2827	19	1%	£74.06	-£0.37
2020/21	0.00%	£209,000.00	2808	83	3%	£74.43	£0.00
2019/20	-0.01%	£202,830.00	2725	65	2%	£74.43	-£0.01
2018/19	0.01%	£198,000.00	2660	124	5%	£74.44	£0.01
2017/18	1.99%	£188,750.00	2536	11	0%	£74.43	£1.45
2016/17	1.90%	£184,280.00	2525	68	3%	£72.98	£1.36
2015/16	0.03%	£176,000.00	2457	95	4%	£71.62	£0.02
2014/15		£169,125.00	2362		0%	£71.60	

Between 2014/15 to 2024/25 there has been a total increase of £4.53 per Tax Band D Household

Information collated from the WMDC website and available downloads

Source: <https://www.wakefield.gov.uk/>

### Our Neighbouring Comparable Town & Parish Councils 2024/25

2024/25	Ackworth	Upton & North Elmsall	South Elmsall	South Kirby & Moorthorpe
Council Type	Parish	Parish	Town	Town
Population	8100	7414	7600	19279
Tax Base	2882	1775	2300	2755
Precept	£219,400.00	£248,670.00	£444,870.00	£758,763.00
Tax D Cost Annual	£76.13	£140.10	£193.42	£275.41
Amenities	Pavilion, POS, Community Centre, Playgrounds, Allotments, Cemetery, Events.	Village Hall, Allotments, Stables, Events	Community Centre, Playgrounds, Allotments, Cenotaph, Public Toilets, Tennis Courts, Bowling Green, Childcare	Pavilion, POS, Community Centre/Hall, Playgrounds, Allotments, Nature Reserve

There are 10,256 parishes in England, 8,904 of which issue a precept. The average Band D precept charged by local precepting bodies (including local councils) for 2024/25 is £85.88, an increase of £6.74 or 8.5%.

Source: <https://www.slcc.co.uk/parish-precepts-2024-25/> & <https://www.nalc.gov.uk/resource/nalc-publishes-analysis-of-local-council-tax-levels-for-2024-25.html>



## Appendix 2 Proposed Budget

Cost Centre	Nominal Code	Subject	Cost Centre by Name	Type	Forecast 25/26
100	1900	Precept	Precept	Income	218569.00
101	1400	Donations Received	Central	Income	0.00
101	1870	Interest Received	Central	Income	12000.00
101	1905	NPG Wayleave	Central	Income	0.00
101	1920	CIL	Central	Income	0.00
101	4000	Employee Salaries	Central	Expenditure	123175.47
101	4002	Employee Tax & NI	Central	Expenditure	35213.09
101	4004	Employee WYPF (Pension)	Central	Expenditure	36685.44
101	4005	Employee Salary Contingency	Central	Expenditure	400.00
101	4021	Employee Training	Central	Expenditure	600.00
101	4030	Employee Workwear	Central	Expenditure	200.00
101	4033	DRB Checks	Central	Expenditure	0.00
101	4041	Councillor Training	Central	Expenditure	200.00
101	4120	Cleaning Materials	Central	Expenditure	750.00
101	4145	Equipment Purchases	Central	Expenditure	1800.00
101	4200	Printing & Stationery	Central	Expenditure	400.00
101	4201	Photocopying	Central	Expenditure	765.80
101	4205	Telephones & Mobiles	Central	Expenditure	1451.59
101	4208	Computer Costs	Central	Expenditure	6616.98
101	4209	Website	Central	Expenditure	455.00
101	4215	Insurance	Central	Expenditure	7411.64
101	4230	Bank Charges	Central	Expenditure	240.00
101	4232	Professional Fees	Central	Expenditure	14635.17
101	4234	Payroll Processing Fees	Central	Expenditure	0.00
101	4235	Legal Fees	Central	Expenditure	2000.00
101	4236	Audit Fees	Central	Expenditure	1578.38
101	4240	Subscriptions	Central	Expenditure	1910.61
101	4250	Newsletter Publication	Central	Expenditure	2000.00
101	4251	Newsletter Distribution	Central	Expenditure	1000.00
101	4500	Grants Section 137	Central	Expenditure	2500.00
101	4600	PWLB Loan Repayments	Central	Expenditure	8153.48
101	4601	PWLB Loan Interest	Central	Expenditure	4562.42
102	4045	Chair's Allowance	Civic Expense	Expenditure	500.00
102	4050	Election Costs	Civic Expense	Expenditure	0.00
103	1200	Events Income - Gala	Village Events	Income	500.00
103	1202	Events Income - Santa Day	Village Events	Income	0.00



103	4152	Hanging Baskets	Village Events	Expenditure	4488.80
103	4300	Events Costs - Gala	Village Events	Expenditure	11643.56
103	4301	Events Costs - Xmas Lights	Village Events	Expenditure	7500.00
103	4302	Events Costs - Santa Day	Village Events	Expenditure	2860.00
103	4303	Events Costs - Pumpkin Comp	Village Events	Expenditure	400.00
103	4319	Events Costs - Other	Village Events	Expenditure	4489.00
110	4141	Maintenance Contracts	Van	Expenditure	202.86
110	4143	Leasing costs	Van	Expenditure	6472.89
110	4215	Insurance	Van	Expenditure	1484.19
200	1060	Pitch Fees	Carr Bridge Playing Field	Income	700.00
200	1300	Grants Received	Carr Bridge Playing Field	Income	0.00
200	4100	Rent	Carr Bridge Playing Field	Expenditure	1154.02
200	4125	Waste Removal	Carr Bridge Playing Field	Expenditure	1178.87
200	4140	Repairs & Maintenance	Carr Bridge Playing Field	Expenditure	750.00
200	4149	Pitch Marking Fluid	Carr Bridge Playing Field	Expenditure	300.00
200	4150	Grounds Maintenance	Carr Bridge Playing Field	Expenditure	750.00
200	4151	Grounds Maintenance Contracts	Carr Bridge Playing Field	Expenditure	3979.58
200	4155	Play Area Inspections/Maint	Carr Bridge Playing Field	Expenditure	1000.00
201	4151	Grounds Maintenance Contracts	Brackenhill Playing Field	Expenditure	1336.19
202	4140	Repairs & Maintenance	Low Ackworth Playing Field	Expenditure	100.00
202	4150	Grounds Maintenance	Low Ackworth Playing Field	Expenditure	600.00
202	4151	Grounds Maintenance Contracts	Low Ackworth Playing Field	Expenditure	1012.23
202	4155	Play Area Inspections/Maint	Low Ackworth Playing Field	Expenditure	1000.00
203	1000	Room Hire	Carr Bridge The Pavilion	Income	500.00
203	4031	Health & Safety	Carr Bridge The Pavilion	Expenditure	327.06
203	4101	Rates	Carr Bridge The Pavilion	Expenditure	1938.56
203	4105	Water & Sewerage	Carr Bridge The Pavilion	Expenditure	151.02
203	4110	Gas	Carr Bridge The Pavilion	Expenditure	427.07



203	4111	Electricity	Carr Bridge The Pavilion	Expenditure	926.16
203	4140	Repairs & Maintenance	Carr Bridge The Pavilion	Expenditure	400.00
203	4141	Maintenance Contracts	Carr Bridge The Pavilion	Expenditure	2013.70
203	4142	Alarms & CCTV	Carr Bridge The Pavilion	Expenditure	717.26
203	4147	Equipment Maintenance	Carr Bridge The Pavilion	Expenditure	1000.00
300	1000	Room Hire	Parish Council CC	Income	22000.00
300	1010	Library Lease	Parish Council CC	Income	1.00
300	1999	DNU - Miscellaneous Income	Parish Council CC	Income	0.00
300	4030	Employee Workwear	Parish Council CC	Expenditure	0.00
300	4031	Health & Safety	Parish Council CC	Expenditure	997.74
300	4101	Rates	Parish Council CC	Expenditure	2737.58
300	4105	Water & Sewerage	Parish Council CC	Expenditure	635.63
300	4110	Gas	Parish Council CC	Expenditure	2155.53
300	4111	Electricity	Parish Council CC	Expenditure	2094.24
300	4121	Window Cleaning	Parish Council CC	Expenditure	398.48
300	4125	Waste Removal	Parish Council CC	Expenditure	732.78
300	4126	Skip Hire	Parish Council CC	Expenditure	0.00
300	4140	Repairs & Maintenance	Parish Council CC	Expenditure	1500.00
300	4141	Maintenance Contracts	Parish Council CC	Expenditure	2952.98
300	4142	Alarms & CCTV	Parish Council CC	Expenditure	632.39
300	4143	Leasing costs	Parish Council CC	Expenditure	0.00
300	4145	Equipment Purchases	Parish Council CC	Expenditure	100.00
300	4147	Equipment Maintenance	Parish Council CC	Expenditure	1000.00
300	4150	Grounds Maintenance	Parish Council CC	Expenditure	100.00
300	4237	PPL	Parish Council CC	Expenditure	1385.87
300	4238	TV Licence	Parish Council CC	Expenditure	183.20



301	1000	Room Hire	Brackenhill CC	Income	0.00
301	4031	Health & Safety	Brackenhill CC	Expenditure	327.06
301	4105	Water & Sewerage	Brackenhill CC	Expenditure	450.68
301	4110	Gas	Brackenhill CC	Expenditure	0.00
301	4111	Electricity	Brackenhill CC	Expenditure	757.90
301	4141	Maintenance Contracts	Brackenhill CC	Expenditure	291.21
301	4147	Equipment Maintenance	Brackenhill CC	Expenditure	137.66
303	4105	Water & Sewerage	Low Ackworth CC	Expenditure	269.60
304	1400	Donations Received	Ackworth Quarries CC	Income	0.00
304	4142	Alarms & CCTV	Ackworth Quarries CC	Expenditure	672.75
400	1100	Burial Fees	Ackworth Cemetery	Income	45000.00
400	1110	Memorial Fees	Ackworth Cemetery	Income	6500.00
400	4031	Health & Safety	Ackworth Cemetery	Expenditure	319.82
400	4101	Rates	Ackworth Cemetery	Expenditure	1097.10
400	4105	Water & Sewerage	Ackworth Cemetery	Expenditure	739.69
400	4111	Electricity	Ackworth Cemetery	Expenditure	1503.73
400	4125	Waste Removal	Ackworth Cemetery	Expenditure	558.90
400	4140	Repairs & Maintenance	Ackworth Cemetery	Expenditure	500.00
400	4141	Maintenance Contracts	Ackworth Cemetery	Expenditure	62.10
400	4145	Equipment Purchases	Ackworth Cemetery	Expenditure	1000.00
400	4147	Equipment Maintenance	Ackworth Cemetery	Expenditure	211.00
400	4150	Grounds Maintenance	Ackworth Cemetery	Expenditure	0.00
400	4151	Grounds Maintenance Contracts	Ackworth Cemetery	Expenditure	523.71
400	4157	Fuel - Equipment	Ackworth Cemetery	Expenditure	250.00
400	4170	Ashes Plaques	Ackworth Cemetery	Expenditure	3000.00
400	4172	Grave digging	Ackworth Cemetery	Expenditure	8000.00
500	1080	Allotment Rents	Brackenhill Allotments	Income	2299.25
500	1083	Water Income	Brackenhill Allotments	Income	1253.39



500	4100	Rent	Brackenhill Allotments	Expenditure	915.00
500	4105	Water & Sewerage	Brackenhill Allotments	Expenditure	1253.39
500	4138	Plot Clearance	Brackenhill Allotments	Expenditure	1000.00
500	4140	Repairs & Maintenance	Brackenhill Allotments	Expenditure	500.00
500	4151	Grounds Maintenance Contracts	Brackenhill Allotments	Expenditure	433.67
500	4998	competition prizes	Brackenhill Allotments	Expenditure	240.00
	TBC	Heartsine Defibrillator Pads	NEW	Expenditure	720.00
103	TBC	Parish Assembly Refreshments	NEW	Expenditure	60.00
TBC	TBC	2025 Survey Remedial Action: Tree Work	NEW	Expenditure	2000.00
500	TBC	Allotments External Noticeboard	NEW	Expenditure	1000.00
	TBC	Planting	NEW	Expenditure	200.00

Forecasted Income	309322.64
Forecasted Expenditure	362409.41
Variance	-53086.77