



Mrs J Nolan
Clerk to the Council

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**Minutes of Village Amenities Committee held on
Monday 24th March 2025 @ 6.50pm**

Attendance

Cllr John Bell - Chair
Cllr Suzy Sherratt
Cllr Nathan Bland
Cllr S Balfour

Clerk J Nolan

0 Members of the public in attendance

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 Apologies were received in respect of Cllrs Roberts & Maiden. 1.2 The committee had considered and approved the reason given by Cllrs Roberts & Maiden.
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.
<i>Cllr S Sherratt arrived at 18:54</i>
3. To note the minutes for the Village Amenities Committee meeting held on 27th January 2025.
3.1 The minutes had previously been circulated. The committee noted the meeting minutes.
4. Allotments Subcommittee 4.1 To receive the minutes of the Allotments Subcommittee meeting held on 7 th March 2025 and approve the recommendations within this committee's remit. 4.2 To consider for recommendation the dissolution of the allotments subcommittee and encompassing within the village amenities committee meeting as an agenda section.

4.1 The minutes had previously been circulated (Appendix 1). The committee **approved** and **recommended** the meeting minutes for Council approval.

4.2 The Clerk proposed that this committee consider the dissolution of the allotment's subcommittee and inclusion of a separate section within the Village Amenities Committee agenda.

The committee **recommended** for approval of the dissolution of the allotment's subcommittee with the association's agreeance.

5. To receive a request from Low Ackworth Community Centre association to loan the Parish Council gazebos for the Fun Day Event 2025.

5.1 It was **recommended** that LACCA are loaned the council gazebos for the Fun Day 2025 event.

6. CIL Referred Items

6.1 To explore CIL proposals put forward relating to village amenities from the February Council Meeting.

6.1 It was **recommended** that the Clerk engages with residents who submitted suggestions to see if they wanted to further explore and work with the council.

7. To investigate the possibility of relocating a memorial to Tom Dando, currently sited on Dando Way at its junction with Hardaker Lane, away from the residential properties.

7.1 It was **recommended** that the Clerk would engage with Wakefield District Council to see if the relocation of the memorial could be encompassed within the green highway project due to commence in 2025.

Time Closed: 19:29

Appendix 1

Minutes of the meeting of the Allotment Subcommittee held on Friday 7 March 2025 at 10am, at The Parish Council Community Centre, Bell Lane, Ackworth

Attendance

Cllr John Bell (Chair)

Cllr Sarah Balfour

Cllr Martin Roberts

Tenant Representatives:

S Clifton, P Palmer, K McCluskey

1. To receive apologies for absence
1.1. Apologies received from Cllr S Maiden and Tenant Representatives B Richmond and N Richmond
2. Declarations of Interest and Dispensations
2.1. To receive declaration of interest from Councillors on items on the agenda
2.2. To receive written requests for dispensations for disclosable pecuniary interests (if any)
2.3. To grant any requests for dispensation as appropriate
2.1 None to receive.
3 To note the resignation of Cllr Suzy Sherratt from this Subcommittee and elect a Vice Chair
3.1 Resignation noted . Voting took place, Cllr S Balfour elected as Vice Chair.
4 To note the minutes from the meeting held on 1 November 2024
4.1 The minutes were noted .
5 Pest Control
5.1 To discuss a process for tenants using rat traps and how this will be managed, for recommendation to council
5.2 To receive costs for a bulk order of rat traps
5.1 A discussion took place. It was recommended that a draft process, which will be incorporated into the Rules and Regulations, is brought to the next meeting of this committee. Process to include handling, disposal, frequency of checks, requirement for all new tenants and optional for existing tenants.
5.2 Received . Bulk purchase of rat trap and box is approximately £11 + VAT. It was recommended that existing tenants are contacted to gauge interest in the purchase of these.
6 Budget
6.1 To receive an updated budget report
6.1 The budget was received , with the following items still to be paid in 2024/25: £444 land rent. £1350 + VAT for the removal of the caravan from 30a, approved by full council in Dec 2024 £74.40 for the one-way sign, approved by full council in Jul 2024.
7 Council Administration
7.1 To receive a copy of the updated Rules and Regulations in line with agreed recommendations
7.2 To receive a draft copy of an Inspection and Termination Policy, for review and recommendation to council
7.3 To review new lettings and the waiting list
7.1 Received.

<p>7.2 Received. See Appendix 1, this committee recommended that the draft policy is approved as presented with the addition as highlighted.</p> <p>7.3 New Lettings: 4 plots. Waiting List: 12 residents</p>
<p>8 Brackenhill Allotment Association</p> <p>8.1 To receive a request from Brackenhill Allotment Association for a skip</p> <p>8.2 To receive updates from Brackenhill Allotment Association</p>
<p>8.1 It was recommended that a skip is organised for the new financial year and sited on the top roadway. Staff to coordinate delivery with the Association.</p> <p>8.2 The following updates were provided by the Association:</p> <ul style="list-style-type: none"> • AGM held in February and there is a new committee in place. • Work to fill in the potholes will be carried out on 29th March. • 5mph signs for the roadways. The Association would provide these.
<p>9 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>9.1 It was agreed to move to the private section of the meeting. Tenant Representatives left the meeting.</p>
<p>10 Confidential Items</p> <p>10.1 To receive an update on tenancy renewal</p> <p>10.2 To receive an appeal letter from a tenant and decide a course of action</p> <p>10.3 To discuss the plot inspections held on 5th March 2025 and to receive an update on actions taken since the last meeting, and decide a course of action</p> <p>Deferred Items from November Meeting</p> <p>10.4 To receive correspondence from a tenant and decide a course of action</p> <p>10.5 To make recommendation regarding the ongoing management of unkempt plots; to include consideration of a non-refundable deposit and letting of quarter plots</p>
<p>10.1 Received.</p> <p>10.2 Received. It was recommended that the Appeal be accepted and that the tenant would be able to keep the plot, on the condition that it is inspected monthly. If at these inspections, it appears to the Parish Council that the tenant is not duly observing the rules and regulations, a further Notice to Quit will be issued.</p> <p>10.3 A discussion took place.</p> <ul style="list-style-type: none"> • Letters will be sent to those tenants who are not duly observing the Rules and Regulations. • Following correspondence with a tenant, their request to keep half the plot is accepted. The other half will be re-let. • A further meeting is to be arranged with the tenant who has excess quantities of debris on their plot to check progress of its removal. <p>10.4 Deferred Item. This correspondence is superseded by actions taken by the Parish Council from the date the correspondence was received to the meeting of this committee.</p> <p>10.5 Deferred Item. Non-refundable deposit was not considered at this time, increased inspections and a tighter timeline on Notice to Improve letters was considered more appropriate. With quarter plots to be considered on a case-by-case basis.</p>