



Mrs J Nolan
Clerk to the Council

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Minutes of Finance & General Purposes Committee held on Monday 24th March 2025 @ 7.30PM.

Attendance

Cllr Sarah Balfour
Cllr Carolyn Hall
Cllr Suzy Sherratt
Cllr John Bell

Clerk J Nolan

0 Members of the Public Present

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.
3. To note the minutes for the Finance and General Purposes Committee meeting held on 27th January 2025.
3.1 The minutes had previously been circulated. The committee noted the meeting minutes.
4. To receive information on the following ongoing matters arising – Clerks Update 4.1 To receive information from the Solicitor appointed by Ackworth Parish Council dealing with the Strata Handover of Ackworth Quarries Community Centre
4.1 The Clerk advised that the solicitor of Strata had requested a meeting with representatives of Ackworth Parish Council to progress the handover which had been scheduled for early April.

5. Financial Matters

- 5.1 To receive the quarterly budget reports for Q3 Oct – Dec 2024
- 5.2. To receive the internal checks and reconciliation for Q3 Oct – Dec 2024
- 5.3 To review the annual insurance policy renewal and fidelity cover for 25/26 and report any changes in requirement for recommendation
- 5.4 To review room hire, pitch hire and open space charging rates and consider recommendation if increase required for 25/26
- 5.5 To note the 25/26 cemetery fees from Wakefield District Council have not yet been received and will be added to the next Council agenda after receipt for review

- 5.1 The quarterly budget reports for Q3 Oct – Dec 2024 were **received**.
- 5.2 The internal checks and reconciliation for Q3 Oct – Dec 2024 were **received**.
- 5.3 The annual insurance policy renewal and fidelity cover for 25/26 was received and accepted, no further approval required as still within contract.
- 5.4 A table of prices had been previously circulated to committee members (as below).

Chargeable Facility	24/25 Current Rate
Room Hire Community	£9.60 per hour
Room Hire Commercial	£14 per hour
Room Hire Party Bookings	£9.60 per hour
Pitch Hire, Line Marking and Pavilion Use – Junior	£150 per season
Pitch Hire, Line Marking and Pavilion Use – Senior	£500 per season
Public Open Space	Free – Copy insurance required

The committee recommended the following;

- That all prices (excluding Party Bookings and Public Open Space) are increased by 3.5% to cover inflation increases, prices to be rounded up to the nearest 10p.
- Party Bookings were reviewed and recommended to become a set charge of £50 for 3 hours. This is due to additional staff required to be in attendance when parties in progress. Additional hours would be changed at the commercial rate.
- No change to public open space hire.

- 5.5 The 25/26 cemetery fees from Wakefield District Council were noted as not yet received, 24/25 prices would remain in place.

6. Committee Administration

- 6.1 To receive resignation from Cllr S Sherratt from Internal Checks and consider appointment of replacement
- 6.2 To review the effectiveness of the current internal controls
- 6.3 To receive a quarterly report of complaints received and freedom of information requests made

- 6.1 Thanks was **noted** to Cllr S Sherratt. In the absence of Cllr Maiden, it was **noted** that she is offered the role in the first instance and if rejected Cllr Balfour would be appointed.
- 6.2 The effectiveness of the current internal controls was **reviewed** and **agreed** no further action required.
- 6.3 The quarterly report of complaints and freedom of information requests were **received**.

7. Village Events & Communications Subcommittee

- 7.1 To receive the minutes of the Village Events & Communications Subcommittee meeting held on 25th February 2025 and approve the recommendations within this committee's remit

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

8. 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)**

8.1 It was **agreed** to move to the private section of the meeting. No members of the public in attendance.

9. To receive a new quotation regarding cost savings on our current washroom services across multiple sites

9.1 The committee reviewed and tentatively selected Cathedral Hygiene for recommendation.

It was **noted** that the Clerk would gain a 3rd quote for further Council review,

10. To receive a renewal quote from the internal auditor

10.1 The committee **recommended** that April Skies continues for a third year as the appointed internal auditor.

11. To receive a quotation regarding a website upgrade

11.1 The clerk proposed the creation of a staff intranet at a cost of approximately £100 which would be bolted on to the current website service in place to hold policies and general staff information.

The committee recommended the approval of the creation of a staff intranet.

Time Closed: 20:15