



Mrs J Nolan
Clerk to the Council

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Minutes of the Meeting of Ackworth Parish Council held at Ackworth Parish Council Community Centre, Bell Lane, Ackworth, on Monday 13th October 2025, at 7.15 PM.

Attendance

Cllr Martin Roberts – Chair
Cllr John Bell
Cllr Sarah Balfour
Cllr Andy Sherratt
Cllr Suzy Sherratt
Cllr Stephen Parker
Cllr Ian Moore
Cllr Sean Richmond
Cllr Nathan Bland (Arrived 19:41)
Cllr Carolyn Hall

Clerk: J Nolan

8 Members of the Public in attendance.

Question time was held at 7:15pm until 7.39pm, only one point question was raised in relation to the meeting agenda.

- Agenda item 89: Consideration requested of Council in relation to the installation of any further equipment along Dando Way, based on reasons provided relating to the land suitability as to the sites selected for the current exercise equipment.*

No other questions asked or points raised related to the agenda.

78. Apologies

78.1: To receive apologies for absence given in advance of the meeting.

78.2: To consider the approval of reasons given for absence.

78.1: It was **RESOLVED** that the apologies were **RECEIVED** in respect of Cllrs Maiden & Cook.

78.2: It was **RESOLVED** that council had considered and **APPROVED** the reason given by Cllrs Maiden & Cook.

79. Declarations of Interests and Dispensations

79.1: 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.

79.2: To receive, consider and decide upon any written applications for dispensation for disclosable pecuniary interest.

79.3: To grant any requests for dispensation as appropriate.

79.1/ 79.2/ 79.3: **NONE** to receive, consider or grant.

Cllr Bland arrived 19:41

80. To receive available reports from the following:

80.1: WMDC District Councillors. 80.2: APC Council Representatives on outside bodies.
80.1 WMDC District Councillors Reports Dist Cllr Roberts provided an update on the following areas on behalf of all District Councillors; - Schedule of works in place which includes installation of a crossing on Doncaster Road – crossing type or timeframe not yet specified - Grants approved by District Cllrs included Brackenhill Allotment New Shelter and the Parish Council Low Ackworth Play Equipment 80.2: APC Council Representatives on outside bodies reports Cllr A Sherratt – Ackworth Heritage Group - John Gully's Grave – Delay due to health concerns of one of the trustees - Recent painting sale raised fund for a blue plaque for the Kinsley Evictions (outside of Ackworth) - New Book – Temperance Movement - Positive Feedback shared in relation to the new equipment at Low Ackworth Play Area <i>The Chair proposed under Standing Order 10A vi that agenda item 89 would be discussed next due to public attendance for this item which was APPROVED.</i> <i>Agenda item 89 was discussed next, preceding agenda item 81.</i>
81. To consider for approval of the minutes of the Parish Council Meeting held on the 8th September 2025, as a true and correct record.
81.1: The minutes had previously been circulated to all Cllrs. It was RESOLVED that the meeting minutes were APPROVED.
82. To receive applications for the Exclusive Rights of Burial.
82. It was RESOLVED that the exclusive burial rights for plot RB13 were RECEIVED.
83. Financial Matters 83.1: To receive and consider for approval the accounts including bank statements to the end of September 2025. 83.2: To receive and consider for approval payments to be made and Petty Cash account to 13th October 2025. 83.3: To consider increasing the £10,000 daily online payment limit to £20,000 and decide a course of action.
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. 83.1: It was RESOLVED that the accounts to the end of September 2025 were APPROVED. 83.2: It was RESOLVED that the list of payments to be made up until 13th October and petty cash account were APPROVED 83.3: It was RESOLVED to increase the £10,000 daily online payment limit to £20,000.
84. Committee Meeting Minutes 84.1: To receive the minutes of the Village Amenities Committee meeting held on 22nd September 2025 and approve the recommendations within them. 84.2: To receive the minutes of the Finance and General Purposes Committee meeting held on 22nd September 2025 and approve the recommendations within them. 84.3: To receive the minutes of the Environment, Road Safety & Planning Committee meeting held on 22nd September 2025 and approve the recommendations within them.
84.1 The minutes had previously been circulated to all Cllrs. It was RESOLVED that the Village Amenities Committee meeting minutes were APPROVED. 84.2 The minutes had previously been circulated to all Cllrs. Cllr S Sherratt requested an amend to minute 7.1 to remove wording <i>'this recommendation is made in the interests of protecting public money.'</i> As she didn't feel it was

contextual to the conversation had, which was seconded. The Clerk agreed to remove. The **AMEND** was processed by the Chair and **APPROVED**.

It was **RESOLVED** that the **AMENDED** Finance and General Purposes Committee meeting minutes were **APPROVED**.

84.3 The minutes had previously been circulated to all Cllrs. It was **RESOLVED** that the Environment, Road Safety & Planning Committee meeting minutes were **APPROVED**.

85. To consider a response to the planning authority on the following planning applications.

85.1: 25/01464/CPL - 8 Wenthill Close Ackworth Pontefract WF7 7LP - utility room single storey extension - No Deadline Date

85.2: 25/01680/FUL - 1 Andrews Grove Ackworth Pontefract WF7 7NU - Proposed erection of 2m fence at the base along an 11.3m section of the side boundary – Deadline 23/10/2025

85.3: 25/01848/TPO - 22 Andrews Grove Ackworth Pontefract WF7 7NU - Crown Reduce 1 Pine tree beneath the branch failure points as identified within the submitted photos. Crown Reduce 2 Silver Birch trees by 3metres in height and Crown Reduce the lower left branch on the front tree by 3metres as identified - No Deadline Date

85.1 It was **RESOLVED** that application 25/01464/CPL was **NOTED**.

85.2 It was **RESOLVED** that application 25/01680/FUL was **NOTED**.

85.3 It was **RESOLVED** that application 25/01848/TPO was **NOTED**.

86. To receive the external auditor's report for year ending the 31st March 2025.

86.1 It was **RESOLVED** that the report was **RECEIVED** with no recommendations from the external auditor.

87. To review recommendations made by the internal auditor for year ending the 31st March 2025 and decide any further action required.

87.1 A discussion took place, Cllr Bell called point to order 7b that the action plan with the recommendations had been recommended by the F&GP committee under agenda item 84.2 and therefore conflicted with any decision on further similar action on this agenda item.

It was **RESOLVED** that the Clerk would raise the agenda conflict between the internal auditor's report recommendations and the required action plan for clarity on how to process through the Council agenda items.

It was also **NOTED** that further information on the recommendations would be sought relating to banking access.

88. To receive an update on Low Ackworth Playing Fields Lease progression.

88.1 A verbal update was provided by the Clerk advising of progress made within the last month and that the lease was once again back with Wakefield District Council.

It was **RESOLVED** that the update had been **RECEIVED**.

89. To receive correspondence from a resident regarding the exercise equipment on Dando Way, requesting for Council to consider the installation of additional children's play equipment and to decide a course of action.

89.1 A discussion took place.

It was **RESOLVED** that the item would be **DEFERRED** to the next meeting of the Village Amenities Committee for consideration of children's play equipment to be installed in a location on the Strata Estate as opposed to Dando Way.

90. To receive further update on expressions of interest received relating to the Neighbourhood Plan and decide a course of action.

90.1 Cllr Balfour **PROPOSED** that the Clerk writes to Wakefield District Council to seek a representative to host a meeting to information share about the requirements of implementing a Neighbourhood Plan and to outline the responsibilities of the Parish Council. Invitation to the meeting to be sent to the 14 residents who at the time of this meeting have expressed interest and Ackworth Parish Councillors. A report from the meeting to be added to a further full council meeting for further review. The proposal was seconded.

It was RESOLVED that the proposal was APPROVED .
91. To further review a request to consider support with a donation to Ackworth Senior Citizens Fund under section 137 grants for the Annual Christmas Tea.
91.1 A discussion took place. £1500 was proposed by Cllr Richmond and Seconded – Later WITHDRAWN by both proposer and seconder £750 was proposed by Cllr A Sherratt and Seconded – Later WITHDRAWN by both proposer and seconder £1000 was proposed by Cllr S Sherratt and Seconded. It was RESOLVED that under section 137 grants of the local government act 1972, a £1000 grant was APPROVED to be donated to Ackworth Senior Citizens to support the Annual Christmas Tea. It was NOTED that an application form would be required.
92. To review and select lampposts for Christmas 2025 light wraps to be installed and consider resident communication.
92.1 It was RESOLVED that delegated authority would be given to the Clerk and Cllr Cook for the selection of the final 20 lampposts to be wrapped for Christmas 2025. It was NOTED that the communication method to the residents within the Newsletter draft was accepted.
93. To receive a draft copy of the Autumn/Winter Newsletter for review and to consider approval of content.
93.1 A discussion took place. It was NOTED that an agenda item would be added to the next Village Events and Communications Subcommittee meeting to review the frequency of the Newsletter, the option for an online newsletter and the accessibility of the current formatting. It was RESOLVED that the received Newsletter was APPROVED.
94. Motions requested by Councillor(s)
94.1 To receive a proposal from Cllr Roberts to be given delegated authority by Council to progress the lease agreement of Low Ackworth playing fields, car park and play area which is currently under review between Wakefield District Council and Ackworth Parish as and where required in his capacity as both Chair to Ackworth Parish Council and Ward 1 District Councillor. 94.2 To receive a proposal from Cllr Maiden to supply Councillors with a term dated ID badge and lanyard to be identifiable when attending Council events. 94.3 To receive a proposal from Cllr A Sherratt that Ackworth Parish Council work with Low Ackworth Community Association, providing administrative support, to ensure that the existing building on Town End Playing Fields is removed as quickly as possible to make the site safe for all residents, removing the risk of further vandalism and arson, whilst removing the unsightly structure. 94.4 To receive a proposal from Cllr Richmond that this council resolves that no new lease for Townend Playing Field shall be executed until an official copy of the previous lease agreement has been obtained and thoroughly reviewed. The Clerk is instructed to take all necessary steps to secure the document from the appropriate authority, including Wakefield Council and HM Land Registry if required.
94.1 The proposal was seconded. A discussion took place. It was NOTED that from the previous meeting District Councillors & WMDC support had already been approved. On this basis Cllr Roberts along with the seconder withdrew. It was RESOLVED that the motion was WITHDRAWN. 94.2 In the absence of Cllr Maiden, it was RESOLVED that the motion was DEFERRED. 94.3 It was RESOLVED that the motion was APPROVED for the Parish Council team to support Low Ackworth Community Centre Association in administration. <i>The Chair requested extension of the meeting under Standing Order 3W which was APPROVED.</i>

94.4 A discussion took place. Cllr Balfour called a point to order to procedurally defer the motion. The Clerk requested confirmation of the Standing Order being applied. Cllr Balfour confirmed 1U. The Chair proceeded.

It was **RESOLVED** that the motion was **DEFERRED** to the next meeting pending Cllr Richmond circulating information read out to all Councillors during the meeting relating to statutory duties under local government act 1972 as requested by the Chair.

95. 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)

95.1: It was **RESOLVED** to move to the private section of the meeting on the below agenda items.

96. Committee Meeting Minutes

96.1 To receive the minutes of the Personnel Committee meeting held on 22nd September 2025 and approve the recommendations within them.

96.1 The minutes had previously been circulated to all Cllrs. It was **RESOLVED** that the Personnel Committee meeting minutes were **APPROVED**.

*The Chair proposed under Standing Order 10A that agenda item 98 would be discussed next due to meeting time constraint which was **APPROVED**.*

Agenda item 98 was discussed next, preceding agenda item 97.

97. To receive correspondence from a resident relating to a freedom of information request administered by the Clerk.

97.1 Due to time expiration of the Council meeting in line with standing order 3W it was **RESOLVED** that this item would **DEFERRED** to the next meeting.

98. To receive a legal update between Ackworth Parish Council and Strata Homes regarding the handover of the community centre and land.

98.1 The Clerk provided a legal update relating to further recommendations on the phased handover approach.

It was **RESOLVED** that the update was **RECEIVED**.

99. To receive quotations to consider the feasibility and associated costs of improving security at Carr Bridge Playing Fields and decide a course of action.

99.1 Due to time expiration of the Council meeting in line with standing order 3W it was **RESOLVED** that this item would **DEFERRED** to the next meeting.

Time Closed: 21:43