



Mrs J Nolan
Clerk to the Council

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Minutes of Finance & General Purposes Committee held on Monday 22nd September 2025 @ 7PM

Attendance

Cllr Sarah Balfour – Chair
Cllr John Bell
Cllr Suzy Sherratt
Cllr Sharon Maiden

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 Hall & Roberts.

1.2 The committee had considered and **APPROVED** the reason given by Cllrs Hall & Roberts.

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 23rd June 2025.

3.1 The minutes had previously been circulated. The committee **NOTED** the meeting minutes

4. Village Events & Communications Subcommittee

- 4.1 To receive the minutes of the Village Events & Communications Subcommittee meeting held on 9th September 2025 and approve the recommendations within this committee's remit.

4.1 The committee requested that agenda item 7 is added to the next meeting of this meeting for further review and recommendation. The minutes of the Village Events & Communications Subcommittee were **RECEIVED** with no **RECOMMENDATION** to Council.

(Sub-committee minutes included Appendix 1)

5. To consider items for inclusion in the 2026/27 budget and make recommendation to Council.
5.1 A discussion took place; no new items were raised.
6. To consider appointing a 2nd Councillor to complete internal checks alongside the existing Councillor.
6.1 It was AGREED that Cllr Balfour is appointed to complete internal checks alongside Cllr Roberts.
7. To review the action plan relating to the Internal Auditor recommendations for the period of 24/25 and to recommend any further actions to Council.
7.1 The action plan approved by Council in June's meeting was reviewed and the following RECOMMENDATIONS made by this committee - Banking & Dual Controls: For the staff team only to retain bank dual control access with no Councillor access granted. - Cyber Security: The Clerk confirmed that arrangements had been made with the current IT provider to provide an annual cyber security report in March. The Clerk advised that the provider Pro-Logic could run a mid-year report at a cost £50 exc VAT in order to review and action any findings prior to the year end audit. The committee agreed and recommend for a mid-year report to be completed.
8. To consider a draft business continuity plan for recommendation to Council.
8.1 It was RECOMMENDED that the draft plan was APPROVED .
9. To consider the approval of the staff team completing remedial work to the finger post sign on the village green at a cost of up to £150 to the Parish Council.
9.1 It was RECOMMENDED that the staff team are approved to repair the village green finger post sign.
10. To re-review the current hanging basket policy and procedure and make recommendation to Council.
10.1 The policy was REVIEWED and the following RECOMMENDATION made. - That 'subject to Council discretion' is added in relation to which local businesses can sponsor a hanging basket. - That a set period for basket display is added – May to October. - That signs remain in place over the winter period. - That a renewal window is set in April and offered at the 'cost' price of the hanging basket.

Time Closed: 19:45

Appendix 1

Minutes of the Meeting of Ackworth Parish Council's Village Events Committee held at Parish Council Community Centre, Bell Lane, Ackworth, on TUESDAY 9TH SEPTEMBER 2025 AT 6PM.

Attendance

Cllr S Balfour

Cllr S Maiden

Cllr N Bland (Chair)

Admin E Lee-Wilby

0 Members of the public present

ELW opened the meeting. Cllr Balfour nominated Cllr Bland to chair the meeting and Cllr Maiden seconded.

11. 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 from Cllr M Roberts, Cllr A Sherratt and Cllr S Sherratt 1.2 The committee considered and APPROVED the reasons given by Cllr M Roberts, Cllr A Sherratt and Cllr S Sherratt
12. 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
13. To note the minutes for the Village Events Committee meeting held on 25th March 2025.
3.1 The committee NOTED the meeting minutes.
14. To review the Village Events Budget 25/26
4.1. The 25/26 budget was NOTED .
15. To receive a report on Gala 2025
5.1 The Gala report was RECEIVED .
16. To receive an update on the upcoming 2025 Events: • Litter Picking • Coffee Morning • Pumpkin Weigh-in • Christmas Lights Switch-on • Santa Day
6.1 An update on the upcoming events was RECEIVED .

17. To receive a 26/27 budget proposal including the event schedule for consideration and recommendation to the F&GP Committee at their meeting on Monday 22nd September 2025

7.1 The committee recommended that the Project Manager would have delegated powers to set the remaining event dates to suit the Parish Councils calendar.

The proposed 26/27 budget (appendix 1) was discussed.

It was **RECOMMENDED** for consideration by F&GP with the following **AMENDMENTS**.

- Removal of individual event banners for the coffee morning, litter picking, Strata opening and bulb planting.
- 1 banner only for the Christmas Light Switch-on
- Inclusion of an art competition budget

Meeting Closed: 19.15