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## Minutes of Finance & General Purposes Committee held on Monday 23<sup>rd</sup> February 2026 @ 7.15PM

### Attendance

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

Clerk: J Nolan

3 Members of the Public Present

<p><b>1. Apologies</b></p> <p>1.1 To receive apologies for absence given in advance of the meeting 1.2 To consider the approval of reasons given for absence</p>
<p>1.1 Apologies were <b>RECEIVED</b> in respect of Cllr Hall. 1.2 The committee had considered and <b>APPROVED</b> the reason given by Cllr Hall.</p>
<p><b>2. Declarations of Interests and Dispensations</b></p> <p>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</p>
<p><b>2.1/2.2/2.3 None to RECEIVE</b></p>
<p><b>3. To note the minutes for the Finance and General Purposes Committee meeting held on 24<sup>th</sup> November 2025.</b></p>
<p>3.1 The minutes had previously been circulated. The committee <b>NOTED</b> the meeting minutes.</p>
<p><b>4. Financial Matters</b></p> <p>4.1 To note a change to the energy tariff at the Cemetery. 4.2 To review the energy tariff at Brackenhill and make recommendation to Council. 4.3 To receive the internal checks and reconciliation for Q3 October to December 2025 and a report on the effectiveness of the current internal controls.</p>

4.1 The tariff change at the cemetery was **NOTED**.

4.2 It was **RECOMMENDED** that Brackenhill's contract with Octopus Energy is extended for a further 12 months in line with the end date in April 2027 as they remain the most competitive supplier.

4.3 The internal checks and report on the effectiveness of the current internal controls were **RECEIVED**.

#### 5. To receive a report relating to the number of complaints received and freedom of information requests made from Jul 25 to Jan 26.

5.1 The committee **RECEIVED** the following report:

Current: 0 live FOI request & 0 live complaints

History: (Recorded from 15th May 2023)

Request Type:	Complaint:	FOI:	DSAR:
Within the last 6 months (2025 YTD)	0	3	0
Over 6 months ago	14	25	2

#### 6. To review 26/27 charging rates for room hire, pitch hire and public open space and make recommendation to Council.

6.1 A table of prices had been previously circulated to committee members (as below).

Chargeable Facility	25/26 Current Rate
Room Hire Community	£10 per hour
Room Hire Commercial	£14.50 per hour
Room Hire Party Bookings	£50 (3hrs) plus £14.50 for each hour thereafter
Pitch Hire, Line Marking and Pavilion Use – Junior	£155.25 per season
Pitch Hire, Line Marking and Pavilion Use – Senior	£517.50 per season *pro-rata basis usage available
Public Open Space	Free – Copy insurance required

The committee **RECOMMENDED** the following;

- All room hire is to be increased by 2.5% to cover inflation increases, prices to be rounded up to the nearest 10p.
- No change to pitch hire, party bookings or public open space hire.
- Ackworth Quarries Community Centre room hire review to be deferred to the Extra-Ordinary Village Amenities Committee meeting as per the committee meeting on 23/02/2026 agenda item 10 & 11.

#### 7. Village Events & Communications Subcommittee

7.1 To receive the minutes of the Village Events & Communications Subcommittee meeting held on 3<sup>rd</sup> February 2026.

7.2 To receive a progress update on the Culture Grant Funded Art Project and to consider recommendation on how to deal with the process of selecting artwork to be exhibited on the walls of the Parish Council buildings.

7.3 To receive a proposal on a theme restructure for the 2026 Coffee Morning events and to consider recommendation.

7.4 To receive a proposal for a 2026 Spring/Summer Art Competition and consider recommendation.

7.5 To receive a progress report on the 2026 Gala supplier expenditure and forecasted income.

7.1 The minutes had previously been circulated; it was **NOTED** that the meeting was not quorate.

7.2 A report was provided relating to the success of the Culture Grant Funded Art Project, it was **RECOMMENDED** that white frames within the grant budget would be purchased to display all work on a rotational basis. It was **NOTED** that a display exhibition would take place as part of the Parish Assembly.

7.3 It was **RECOMMENDED** that a theme restructure was **APPROVED**, it was **AGREED** that the event on the 24<sup>th</sup> April would be school networking coffee morning, on the 25<sup>th</sup> September a Macmillan coffee morning and on the 14<sup>th</sup> November a Community Safety coffee morning.

<p>7.4 It was <b>RECOMMENDED</b> that the Miniature Gardens Spring Art Competition was <b>APPROVED</b> and that the allotment association were invited to be part of the event.</p> <p>7.5 A gala supplier expenditure and forecasted income report for 2026 was <b>RECEIVED</b>. (Appendix 1)</p>
<p><b>8. To note acceptance of a work experience placement between 22<sup>nd</sup> – 25<sup>th</sup> June 2026.</b></p>
<p>8.1 It was <b>NOTED</b> that a pupil from Carleton High School would be accepted on a work experience placement in June 2026.</p>
<p><b>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)</b></p>
<p>9.1 It was <b>AGREED</b> to move to the private section of the meeting.</p>
<p><b>10. To receive quotations relating to an Asbestos Survey for Bell Lane Community Centre requirement and make recommendation to Council.</b></p>
<p>10.1 It was <b>RECOMMENDED</b> that the quote from 0800 Asbestos West Midlands of £295 exc VAT is <b>APPROVED</b>.</p>
<p><b>11. To receive quotations relating to PAT Testing requirements for 26/27 and make recommendation to Council.</b></p>
<p>11.1 It was <b>RECOMMENDED</b> that the quote from UK Safety Management of £295 exc VAT is <b>APPROVED</b>.</p>
<p><b>12. To receive a renewal quotation from Wakefield District Council regarding contracted Grounds Maintenance and make recommendation to Council.</b></p>
<p>12.1 It was <b>RECOMMENDED</b> the contract remains with Wakefield District Council at a total annual cost of £7342,10 as per the itemised renewal quotation received.</p>
<p><b>13. To receive a renewal quotation from April Skies regarding Internal Audit Services and make recommendation to Council.</b></p>
<p>13.1 It was <b>RECOMMENDED</b> the contract remains with April Skies at a total cost of £710 as per the itemised renewal quotation received.</p> <p>It was <b>NOTED</b> that the contract would be put out to tender next year.</p>

Time Closed: 20:17

## Appendix 1

## Gala 2026 Income and Expenditure Report

Upto date Quotes				
Supplier	Item	Estimated Expenditure (ex vat)	2026 Quote	Forecast Income
Bradford Council	Bouncy castle	£3,300	£3,300	
Alternative Adventure	Climbing Wall	£838	£896	
Wild in the Country ltd	Ferret Racing	£600	£600	
Technical Stage services	Stage	£2,119.56	£2,165.60	
Micky Johnson	PA and live Acts	£700	£700	
Picson Printing	Gala Banners x4 272 x90	£272	£114	
Picson Printing	Gala Banners x4 150 x 90		£66	

Awaiting upcostings				
Supplier	Item	Estimated	2026 Quote	Forecast Income
Greentop Circus	Stilt Walkers	£1,086	Awaiting	
	Have a Go Circus			
John Atha	Compere	£300	Awaiting	
Firstaid Response	First Aid	£300	Awaiting	
Mr John Martin	Magician	£500	Awaiting	
Greentop Circus	Walk about entertainer	£420	Awaiting	
KMR Skips	Skip Hire	£236	Estimated	
PPL PRS	Music Licence	£600	Estimated	
	Feather Banners	£600	Estimated	
TBC	Car Parking/ Road Signage		Awaiting	
Dance Fusion	Dance Troop (Donation)	£200	Estimated	
Picson Printing	Ctr/staff t-shirts, gala sashes,	£300	Awaiting	
Baker Ross	Craft Supplies	£100	Estimated	
Amazon	Decorations	£100	Estimated	
Flowerworks	Gala bouquets/ button holes	£100	Awaiting	

Gala Income				
Pizza Box Co	Pizza			Approx £150
Food Vendor 2				Approx £150
Food Vendor 3				Approx £150
Yorkshire Traditional	Ice Cream Vendor			£650