



Mrs J Nolan
Clerk to the Council

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Minutes of Extraordinary Village Amenities Committee held on Monday 3rd March 2026 @ 6PM

Attendance

Cllr J Bell (Chair)
Cllr S Sherratt
Cllr S Balfour

Deputy Clerk K Batty
Projects Manager E Lee-Wilby

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 Cllr M Roberts & Cllr S Maiden.

1.2 The committee had considered and **APPROVED** the reasons given by Cllr M Roberts and Cllr S 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**.

It was **NOTED** that the Project Manager was in attendance to share information.

3. To consider and recommend 26/27 charging rates for room hire at Ackworth Quarries Community Centre.

3.1 A discussion took place.

It was **NOTED** that a waiting list has been compiled of user groups and individuals who have expressed an interest in the new centre. This comprises of existing user groups, new groups, and party bookings.

It was **RECOMMENDED** that the charge rate follows the same structure as the Parish Council Community Centre, for an initial 6-month period with a review in potentially increase in September 2026.

It was **NOTED** that user groups will be clearly advised that this is an initial rate and is subject to review in September 2026, with Bell Lane availability to be utilised.

4. 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)

4.1 It was **AGREED** to move to the private section of the meeting, allowing the Project Manager to remain to share information. There were no members of the public in attendance.

5. To receive an update on legal handover to date between Ackworth Parish Council and Strata Homes Ltd and make any recommendations required to Council.

5.1

Phase 1 – Handed over to Ackworth Parish Council.

An update was provided. Snagging work has been provided to Strata, including areas highlighted in the H&S Assessment and the Fire Risk Assessment that are relevant to Strata Homes.

Remedial work is required on the movable partition wall. A discussion took place. After consideration, the long-term use and on-going cost of the wall verses its removal, this Committee **RECOMMENDED** that staff contact Strata Homes and ask for the wall to be removed in its entirety.

Remedial work is required on the front door. A discussion took place. After consideration of security of the centre and its users, this Committee **RECOMMENDED** that staff contact Strata Homes and request that the front door is not replaced with a like for like model, instead provide equivalent funds\replacement door to the Parish Council to enable replacement for a more suitable door fit for community centre use.

It was **NOTED** that the front door needs to be suitable for installation of a keyless entry to assist with manned\unmanned access. To be decided at a later stage.

Phase 2 – In progress with Strata Homes.

The Project Manager provided a legal update on Phase 2.

6. To receive a purchase budget report for Ackworth Quarries Community Centre including quotations and make recommendation to Council.

6.1 The circulated report was reviewed and members advised that the report is a working document and items listed were individually reviewed.

The following **RECEOMMENDATIONS** were made in relation to required purchases:

That 3 quotes are obtained for the following items and reviewed at a future meeting of this Committee or Council:

- Additional bird's mouth fencing (previously agreed in March 2024)
- Wall mounted external noticeboard
- Soundproofing; including exploring other options
- Privacy Screening for windows
- Carpets; including fixed carpet, carpet tile and removal foam covering
- Grounds Maintenance
- Energy supply contracts
- Tables and Chair (less items reassigned from other sites)
- Fixed boilers

That these items are purchased against best value quotes by the staff without further council review

- Internal and external H&S signage
- Entrance mats
- Internal display boards
- Wall Clocks
- Fridge
- Crockery \ Cutlery (less items reassigned from other sites)
- Hand Towel Dispenser
- Soap dispensers (if deemed necessary)
- Cleaning equipment \ products
- Internal and External bins

The following items were **NOTED**

- That any items that could be purchased using CIL money would be firstly checked with Wakefield Council to ensure compliance with CIL criteria.
- That information relating to the working system of the solar panels is compiled and brought to a future meeting.
- That the previously donated furniture of desks, chairs and storage cabinets were already in place.
- That compliance items including H&S, Fire and Legionella have already been progressed.

It was further **RECOMMENDED** that CCTV be installed externally. That 4x cameras and hard drive storage are installed by Sandal Security, as existing supplier at other sites, at an interim quotation cost of £1200. The actual price will be included in March's payments to be approved once a site survey has been carried out for final cost approval.

7. To review and discuss our current team resource to open the new Ackworth Quarries Community Centre in 2026 and make recommendation to Council.

7.1 Current work patterns of staff were reviewed. A discussion took place.

It was **NOTED** that whilst the staff team are flexible to support the needs of the Parish Council, the roles are at full capacity, already working split shifts and moving hours to accommodate existing bookings. There is some flexibility for Admin staff to work at the centre during the day however available caretaking hours on an evening and weekend are very limited.

It was **NOTED** that current staffing levels can manage the following opening hours

- Weekdays: 10am til 14:30 then 18:00 til 20:00.
- Weekends: Very limited availability due to current workload with user groups at the other centres along with required compliance checks

This Committee **RECOMMENDED** the following:

- A list is compiled of the groups wishing to use the centre to see who can be accommodated on the current hours verses what additional hours may be required.
- The Clerk is given delegated authority to pay overtime for additional caretaking hours on a temporary basis

Meeting Closed: 20:00