



Mrs J Nolan  
Clerk to the Council

The Parish Council Community Centre  
Bell Lane, Ackworth  
Pontefract, WF7 7JH

Tel: 01977 611583

E-mail: [clerk@ackworthparishcouncil.gov.uk](mailto:clerk@ackworthparishcouncil.gov.uk)

---

**Minutes of the Meeting of Ackworth Parish Council held at Ackworth Parish Council Community Centre, Bell Lane, Ackworth, on Monday 8<sup>th</sup> June 2026, at 7.15 PM.**

**Attendance**

Cllr Martin Roberts – Chair  
Cllr John Bell  
Cllr Andy Sherratt  
Cllr Ian Moore  
Cllr Stephen Parker  
Cllr Sharon Maiden  
Cllr Carolyn Hall  
Cllr Sean Richmond

Clerk: J Nolan

4 Members of the Public in attendance.  
District Councillor K Aitchson

Question time was held at 7:15pm. No questions were asked.

**22 Apologies**

- 22.1: To receive apologies for absence given in advance of the meeting.
- 22.2: To consider the approval of reasons given for absence.

22.1 It was **RESOLVED** that the apologies were **RECEIVED** in respect of Cllrs Balfour, Cook, Bland & S Sherratt.  
22.2 It was **RESOLVED** that council had considered and **APPROVED** the reason given by Cllrs Balfour, Cook, Bland & S Sherratt.

**23 Declarations of Interests and Dispensations**

- 23.1: 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.
- 23.2: To receive, consider and decide upon any written applications for dispensation for disclosable pecuniary interest.
- 23.3: To grant any requests for dispensation as appropriate.

23.1: **NONE** to receive.

23.2: Two written applications for dispensation for disclosable pecuniary interest were **RECEIVED** in respect of Cllr S Maiden and Cllr J Bell prior to the meeting. The requests relating to Low Ackworth Community Centre Association. For this meeting the agenda items being 24.3 to discuss and vote. The Chair requested a vote be taken for approval by a show of hands by council members, the Chair's right for a casting vote was used. It was **RESOLVED** that the requests were **APPROVED**.

**23.3:** It was **RESOLVED** that the written requests for dispensation for Cllr Maiden and Cllr Bell were **GRANTED**.

**24 To receive available reports from the following:**

**24.1:** WMDC District Councillors.

**24.2:** APC Council Representatives on outside bodies.

**24.3:** To receive correspondence from Low Ackworth Community Association and consider any action required.

**24.1 WMDC District Councillors Reports**

Newly elected District Cllr K Aitchson gave a verbal report, he said he had spoken to residents in Ackworth following concerns relating to the zebra crossing on Wakefield Road and a view it needed upgrading to a pelican crossing, and the derelict building in Low Ackworth playing fields and concerns over adequate fencing around the building.

**24.2 APC Council Representatives on outside bodies reports**

Cllr Bell – Ackworth Library advised on the following;

- Invited all Councillors to attend the July AGM

Cllr A Sherratt – Ackworth Heritage Group advised on the following;

- Successful event on Saturday 6<sup>th</sup> June
- Concerns were raised relating to the sale of Browns Farm and access to John Gully's grave

Cllr A Sherratt – Ackworth United Charities advised on the following;

- No updates to be provided, no issues

Cllr Maiden – Low Ackworth Community Association advised on the following:

- Committee have met to discuss future events
- Committee continue to request updates on the lease progression for Low Ackworth Playing Field

**24.3** A letter of intent had previously been circulated to Councillors prior to the meeting from Low Ackworth Community Association (LACA). An at length discussion took place.

A requirement for further information was noted on the following:

- How much access to the Clerk and Chair is required
- Confirmation on involvement of sub-lease drafting as not to incur a conflict of interest
- Noted that the term of the lease would need to be agreed by Council upon review of a drafted sub-lease
- Confirmation on what 'full support' of Ackworth Parish Council entails
- Concerns raised regarding the proper process of the appointment of representatives under LACA constitution section 5 via a letter of intent and the request for a separate agenda item

Cllr A Sherratt proposed to 'Defer' the item requesting further information from LACA which was seconded.

Cllr Hall proposed to 'Approve in Principle' the item requesting further information from LACA which was seconded.

The Clerk was instructed to request the required 'further' information with representatives of LACA by Council for both proposals.

The Chair took the two proposals to a vote. Cllr A Sherratt requested a recorded vote under standing order 3r for both proposals which was accepted by the Chair.

Voting to 'Defer' the item requesting further information

Recorded Vote Outcome:

FOR: Cllrs Parker, Richmond, A Sherratt

AGAINST: Cllrs Hall, Bell, Maiden, Moore, Roberts

It was **RESOLVED** that the proposal to 'Defer' **FELL**.

Voting to 'Approve in Principle' the item requesting further information

Recorded Vote Outcome:

FOR: Cllrs Hall, Bell, Maiden, Moore, Roberts

AGAINST: Cllrs Parker, Richmond, A Sherratt

It was **RESOLVED** that the proposal to 'Approve in Principle' was **APPROVED**.

The Chair asked Council if they were happy to bring agenda item 30 and 31 forward, followed by item 25 (1a), Council agreed.

**30. To receive correspondence from Ackworth Cricket Club and consider any action required.**

**30.1** In attendance from Ackworth Cricket Club was Vice Chair John Skidmore.

John provided a competent overview of plans relating to developing areas within the Cricket Club.

The Councillors thanked John for the information shared.

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

**31. To receive a proposal from a resident relating to Brackenhill Community Centre and consider any action required.**

**31.1** A discussion took place.

The Clerk was instructed to explore change of use requirements with Wakefield Council and complete an insurance responsibility review before the item could be discussed further.

It was **RESOLVED** that the item would be **DEFERRED**.

**25. To consider for approval of the minutes of the Parish Council Meeting held on the 11<sup>th</sup> May 2026, as a true and correct record.**

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

**26. To receive applications for the Exclusive Rights of Burial.**

**26.1** It was **RESOLVED** that the exclusive burial rights for plot R/C/6 were **RECEIVED**.

**27. Financial Matters**

**27.1:** To receive and consider for approval the accounts including bank statements to the end of April 2026.

**27.2:** To receive and consider for approval payments to be made and Petty Cash account to 8<sup>th</sup> June 2026.

**27.3:** To receive year end financial reports as of 31<sup>st</sup> March 2026.

Rialtas Cashbook Reports, Bank Statements, Copies of Bank, Petty Cash and CCLA Reconciliation, CCLA Statements, Petty cash payments & receipts, Rialtas YTD Income & Expenditure Budget tracking report and Rialtas Ear marked reserves report 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.

**27.1** It was **RESOLVED** that the accounts to the end of April 2026 were **APPROVED**.

**27.2** It was **RESOLVED** that the list of payments to be made and petty cash account were **APPROVED**.

**27.3** It was **RESOLVED** that year end financial reports as of 31<sup>st</sup> March 2026.

**28. To receive a copy of the Internal Auditor's annual report for the financial year 25/26 and consider any action required.**

**28.1** The report had previously been circulated to all Cllrs. It was **RESOLVED** that the Internal Auditor's report for the financial year 25/26 was **RECEIVED**. There were no auditor recommendations and therefore no further action required.

**29. Annual Governance and Accountability Return**

**29.1:** To consider each of the assertions below within Section 1 of the Annual Governance and Accountability Return (AGAR), Annual Governance statement for year 2025/2026 and the council's response to each assertion

**29.1.1** We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements

**29.1.2** We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.

**29.1.3** We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances.

**29.1.4** We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.

**29.1.5** We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.

**29.1.6** We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.

**29.1.7** We took appropriate action on all matters raised in reports from internal and external audit.

**30.1.8** We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.

**29.1.9** Trust funds (including charitable). The council is a sole managing trustee and has discharged its accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.

**29.1.10** We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.

**29.2:** To consider for approval, Section 1 of the Annual Governance and Accountability Return (AGAR), Annual Governance statement for year 2025/2026 in line with the council's response to each assertion under 29.1.

**29.3:** To consider for approval the AGAR Account Statements for 2025/2026 Section 2, provided by the Responsible Financial Officer (RFO).

**29.4:** To consider the date of the public rights of inspection as presented, starting from the 10<sup>th</sup> June 2026 to the 21<sup>st</sup> July 2026, which includes the first 10 working days of July 2026.

**29.1** Section 1 of the Annual Governance and Accountability Return (AGAR, Annual Governance Statement for year 2025/2026 was previously circulated to all Councillors and each assertion was considered.

**29.1.1** We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements

**It was RESOLVED to respond "Yes" and APPROVE the assertion.**

**29.1.2** We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.

**It was RESOLVED to respond "Yes" and APPROVE the assertion.**

**29.1.3** We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances.

**It was RESOLVED to respond "Yes" and APPROVE the assertion.**

**29.1.4** We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.

**It was RESOLVED to respond "Yes" and APPROVE the assertion.**

**29.1.5** We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.

**It was RESOLVED to respond “Yes” and APPROVE the assertion.**

**29.1.6** We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.

**It was RESOLVED to respond “Yes” and APPROVE the assertion.**

**29.1.7** We took appropriate action on all matters raised in reports from internal and external audit.

**It was RESOLVED to respond “Yes” and APPROVE the assertion.**

**30.1.8** We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.

**It was RESOLVED to respond “Yes” and APPROVE the assertion.**

**29.1.9** Trust funds (including charitable). The council is a sole managing trustee and has discharged its accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.

**It was RESOLVED to respond “N/A” and APPROVE the assertion.**

**29.1.10** We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.

**It was RESOLVED to respond “Yes” and APPROVE the assertion.**

It was **RESOLVED** that each of the assertions within Section 1 of the Annual Governance and Accountability Return (AGAR), Annual Governance statement for year 2025/2026 were **CONSIDERED** by the council.

**29.2** It was **RESOLVED** that Section 1 of the Annual Governance and Accountability Return (AGAR), Annual Governance statement for year 2025/2026 in line with the council’s response to each assertion under 29.1. is **APPROVED**.

**29.3** It was **RESOLVED** that the AGAR Account Statements for 2025/2026 Section 2 is **APPROVED**.

**29.4** It was **RESOLVED** that the date of the public rights of inspection was **APPROVED** starting from the 10<sup>th</sup> June 2026 to the 21<sup>st</sup> July 2026, which includes the first 10 working days of July 2026.

## **32. To receive a request from Brackenhill Allotment Association and consider for approval.**

**32.1** It was **RESOLVED** that a plan of all current taps was required before this request could be considered for approval. The staff team were instructed to complete and return back to a future meeting.

## **33. To receive a section 137 grant request from Ackworth Drop In for funding for 26/27 and decide a course of action.**

**33.1** Following on from circulated advise from the National Association of Local Councils (NALC) stating parish councils are no longer permitted to hold user group funds, it was determined that Ackworth Drop In would need to hold an official group bank account in order to be considered for a section 137 grant under the terms required. Ackworth Drop In do not currently hold a bank account.

It was **RESOLVED** that the item would be **DEFERRED** until further discussion had with the group lead regarding the requirement of a bank account to receive a section 137 grant.

## **34. To receive a response from Wakefield District Council relating to the request of an onsite meeting regarding the highway matters raised relating to Mill Dam/Chapel Garth and consider any action required.**

**34.1** The response had previously been circulated to all Councillors.

It was **RESOLVED** that the Clerk would escalate the matter to the District Councillors in order to arrange a site visit with them directly in the absence of Wakefield Council Representatives wanting to meet.

**35. Motions requested by Councillor(s)**

**35.1** To receive a proposal from Councillor A Sherratt that expressions of interest are sought for a medium-term lease (e.g. 3 years) for Brackenhill Community Centre for appropriate use such as office or similar to provide ongoing income for the parish council from the facility which is currently largely unused.

**35.2** To receive a proposal from Cllr Richmond to consider that the Council reviews its long-term budget to incorporate additional annual repayments toward the Carr Bridge Pavilion Public Works Loan Board (PWLB) loan.

**35.3** To receive a proposal from Cllr Roberts, to instruct the Clerk to issue an invitation to the three new District Councillor's for Ward 1, Low Ackworth Community Association, the Chair of Ackworth Parish Council and the Clerk, to attend a meeting regarding the Low Ackworth Lease and Low Ackworth Community Centre to information share between all parties.

**35.1** Due to agenda item 31 being of a similar proposal to Cllr A Sherratt's motion, it was **RESOLVED** that the motion would be **DEFERRED** to a later meeting in line with agenda item 31.

**35.2** Cllr Richmond immediately withdraw his motion. The Chair accepted.

**35.3** A discussion took place and an **AMEND** was proposed by Cllr Richmond to change 'Chair' to 'Councillors' so that all could attend the meeting if available. The amend was seconded and processed by the Chair.

The **AMEND** was **APPROVED**.

It was resolved that the **AMENDED** proposal was **APPROVED**.

**36. 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)**

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

**37. To receive the minutes of the Personnel Committee meeting held on 2<sup>nd</sup> June 2026 and approve the recommendations within them.**

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

**38. To receive renewal quotations for two mobile phone contracts and decide a course of action.**

**38.1.** It was **RESOLVED** that the contract would remain with THREE Mobile on a 24 month deal, Year 1 cost £28.00 Year 2 Cost £29.50.

Time Closed: 21:12