



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 July 2026, 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 Sharon Maiden
Cllr Sean Richmond
Cllr Amanda Cook

Clerk: J Nolan

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

Question time was held at 7:15pm. Questions were asked in relation to agenda items relating to Low Ackworth and agenda item 61.

39 Apologies

- 39.1:** To receive apologies for absence given in advance of the meeting.
39.2: To consider the approval of reasons given for absence.

- 39.1** It was **RESOLVED** that the apologies were **RECEIVED** in respect of Cllrs Hall & Moore.
39.2 It was **RESOLVED** that council had considered and **APPROVED** the reason given by Cllrs Hall & Moore.

It was noted that Cllr Bland was not in attendance.

40 Declarations of Interests and Dispensations

- 40.1:** 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.
40.2: To receive, consider and decide upon any written applications for dispensation for disclosable pecuniary interest.
40.3: To grant any requests for dispensation as appropriate.

- 40.1** Cllr Parker declared a relationship with one of the contractors quoting under agenda item 65 and a possible perceived conflict, the Chair confirmed there was no personal financial gain to Cllr Parker and therefore no requirement to withdraw.

40.2 Cllrs Maiden and Bell submitted written applications for dispensation for disclosable pecuniary interest on the basis of a 'perceived' conflict as trustees of Low Ackworth Community Association (LACA). An initial vote took place however it was raised by a member that the voting process was invalid and not taken in line with standing orders. After further discussion and review of the Standing orders by the Clerk. The member was correct in the misapplication of the Parish Council's Standing Orders.

Counsel was given to the Chair from the Clerk which provided two options, that the dispensations could be withdrawn by the Cllrs under Standing Order 13a as no breach found of the councillor code of conduct in the requirement of a dispensation, or the vote to be retaken in line with standing order 13.

The Chair ruled that the dispensations would not be processed under standing 13a as no requirement if no breach. The Chair applied standing order 13a and 26d for this meeting and all future meetings relating to this matter and moved the meeting forward.

40.3 NONE to grant.

41 To receive available reports from the following:

41.1: WMDC District Councillors.

41.2: APC Council Representatives on outside bodies.

41.1: WMDC District Councillors Reports

District Councillor K Aitchson advised there was no report to be given.

41.2: APC Council Representatives on outside bodies reports

Cllr Bell – PACT advised on the following relating to Ackworth;

- District monitoring of E-Bikes & Scooter including action days in schools
- Parking issues raised around schools, police confirmed planned road safety talks to take place within schools
- Increase in break ins to garages and sheds reported
- Reports of a paedophile living in area being monitored
- Complaints regarding a van parked in the front car park of the Bell Lane Community Centre, Police advised this needed to be reported to the Parish Council

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

- Next event 24th September
- Question asked to the Clerk if the Parish Rooms held a music licenced which was confirmed it did.

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

- Demolition and Lease discussions
- Future events and Ackworth Gala 2026 was discussed

The Chair thanked all involved in this year's 2026 Ackworth Gala.

42 To consider for approval of the minutes of the Parish Council Meeting held on the 8th June 2026, as a true and correct record.

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

43 To receive applications for the Exclusive Rights of Burial.

43.1 It was **RESOLVED** that the exclusive burial rights for plot R/C/7 & K32 were **RECEIVED**.

44 Financial Matters

44.1: To receive and consider for approval the accounts including bank statements and petty cash account to the end of May 2026.

44.2: To receive and consider for approval the accounts including bank statements and petty cash account to the end of June 2026.

44.3: To receive and consider for approval payments to 13th July 2026.

44.4: To receive and approve Ackworth Cemetery Fees from the 1st July 2026 in line with WMDC, with the inclusion of the increased grave digging costs.

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.

44.1 It was **RESOLVED** that the accounts & petty cash to the end of May 2026 were **APPROVED**.

44.2 It was **RESOLVED** that the accounts & petty cash to the end of June 2026 were **APPROVED**.

44.3 It was **RESOLVED** that the list of payments to be made were **APPROVED**.

45 Committee Meetings

45.1 To receive the minutes of the Village Events & Communications Committee meeting held on 22nd June 2026 and approve the recommendations within them.

45.2 To receive the minutes of the Finance and General Purposes Committee meeting held on 22nd June 2026 and approve the recommendations within them.

45.3 To receive the minutes of the extra ordinary Village Events & Communications Committee meeting held on 6th July 2026 and approve the recommendations within them.

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

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

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

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

46.1 26/00991/TCA - Ackworth Lodge, Pontefract Road, Ackworth, Pontefract, WF7 7EE - Fell 12 Conifer Trees – Deadline 30/06/2026 (*Reviewed via email by the Council and noted*)

46.2 23/00369/REM – Willsdene, Wakefield Road, Pontefract - Residential development of 8no. dwellings (reserved matters application for access, appearance, landscaping, layout and scale pursuant to outline approval ref. 23/00369/OUT) – Deadline Date 02/07/2026 (*Reviewed via email by the Council and previous objection submitted*)

46.3 26/00973/TPO - 14 Denton Gardens Ackworth Pontefract WF7 7PA - Crown Reduce the West and South west Tree Canopy of 1 Sycamore tree by 3metres - No Deadline Date

46.4 26/00804/OUT - Quarry House 1C Barnsley Road Ackworth Pontefract WF7 7BS - Outline permission for the demolition of buildings and the construction of 2no. dwelling (all matters reserved) – Deadline 09/07/2026

46.5 26/01148/TPO - The Court Lee Lane Ackworth Pontefract WF7 7LX - T1 Poplar - Crown Reduce the canopy on the eastern aspect by 1-1.5metres in length - No Deadline Date

46.1 It was **RESOLVED** that application 26/00991/TCA was **NOTED**.

46.2 It was **RESOLVED** that application 23/00369/REM the original **OBJECTION** was reapplied.

46.3 It was **RESOLVED** that application 26/00973/TPO was **NOTED**.

46.4 It was **RESOLVED** that application 26/00804/OUT was **NOTED**.

46.5 It was **RESOLVED** that application 26/01148/TPO was **NOTED**.

47 Section 137 - Grant Requests

47.1 To receive a section 137 grant request from Prince of Wales Hospice (Pramfest) funding for 26/27 and decide a course of action

47.2 To receive a section 137 grant request from Ackworth Girlguiding for funding for 26/27 to go towards a project to repair the bench on Station Road and decide a course of action

47.1 It was **RESOLVED** that the application from the Prince of Wales Hospice (Pramfest) for a section 137 grant request of £500 under the Local Government Act 1972 was **APPROVED**.

47.2 It was **RESOLVED** that the application from the Ackworth Girlguiding for a section 137 grant request of £200 under the Local Government Act 1972 was **APPROVED**.

48 To receive a response from Wakefield District Council regarding Cllr A Sherratt's proposal from 14th July 2025 meeting, agenda item 50.2 requesting new signage prohibiting the use of motorised vehicles on Dando Way and consider action.

48.1: The response stated that the request for new signage had not been approved. It was **RESOLVED** that the request was sent to the District Councillors for consideration of inclusion on the planned Green Highway development and to request an update on the Green Highway development.

It was **RESOLVED** for the Clerk to request more patrols on Dando Way from West Yorkshire Police Ward 1 Neighbourhood Policing Team (NPT).

49 To receive a response from Wakefield District Council regarding Cllr Parker's proposal from 15th December 2025 meeting, agenda item 137.3 requesting the exploration of a community asset transfer of Townend Playing Field (Low Ackworth) and consider action.

49.1 It was **NOTED** that the response from Wakefield District Council stated that as Ackworth Parish Council 'have a continuing legal interest in the property' that this matter would need 'resolving/concluding first, before the Council can consider what may or may not be possible in relation to the freehold'

It was **RESOLVED** that the response was **NOTED**.

50 To receive an update on the procedure of the renewal lease of Townend Playing Field (Low Ackworth) between Ackworth Parish Council and Wakefield District Council.

50.1 A verbal update was provided by the Clerk advising that due to a high volume of public enquiries relating to the new lease, a further delay would be experienced until Wakefield Council have had the opportunity to respond to the public enquiries where required.

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

51 To receive an update on the condition set as part of the new activity risk assessment approved in principle by Council at its meeting on 11th May 2026, agenda item 17 and consider any further action required on that condition.

51.1 An at length discussion took place.

Cllr Roberts proposed that the two elected outside body Councillors during the meeting on the 11th May to Low Ackworth Community Association (LACA) were formally appointed by the Parish Council as the LACA trustees under the LACA constitution sections 5.1 & 5.3

Cllr A Sherratt proposed that new Councillors were appointed by the Parish Council to act as the LACA trustees under the LACA constitution sections 5.1 & 5.3

The Chair took the two proposals to a vote.

It was **RESOLVED** that Cllr A Sherratt's proposal **FELL**.

It was **RESOLVED** that Cllr Roberts proposal was **APPROVED** and that the existing elected outside body Cllrs were appointed formally as the LACA trustees for sections 5.1 & 5.3 of their constitution.

It was **NOTED** that the condition on agenda item 17 from the May annual meeting was now **RESOLVED** and the new activity risk assessment **APPROVED**.

52 To receive further information from Low Ackworth Community Association (LACA) including a centre recovery plan and bank statements as requested as part of the letter of intent approved in principle by Council at its meeting on 8th June 2026 agenda item 24.3 and consider any further action required.

52.1 It was **RESOLVED** that the further information was **RECEIVED** with no further action proposed.

53 To receive an update on the demolition and removal of the derelict building on Townend Playing Field (Low Ackworth) in relation to Cllr A Sherratt's proposal from 13th October 2025 meeting, agenda item 94.3 and authorise the release of the approved CIL funding from Ackworth Parish Council to Low Ackworth Community Association (LACA).

53.1 An at length discussion took place.

Cllr Roberts put forward a proposal to release £5,000 of the previously approved LACA CIL funding to support the demolition of the deteriorating Low Ackworth Community Centre Building, which was seconded by Cllr Balfour.

Cllr A Sherratt put forward a proposal not to release £5,000 of the approved LACA CIL funding to support the demolition of the deteriorating Low Ackworth Community Centre Building and for LACA to fund demolition with the £5,000 being used for fit out of the community centre at a later project phase, which was seconded by Cllr Richmond.

The Chair took the two proposals to a vote.

It was **RESOLVED** that Cllr A Sherratt's proposal **FELL**.

Cllr Richmond requested the vote to be recorded post vote which the Chair confirmed was not in line with standing orders.

The Chair requested a recorded vote on the next proposal which was **APPROVED**.

It was **RESOLVED** that Cllr Roberts proposal was **APPROVED** to release £5,000 of the approved LACA CIL funding to support the demolition of the deteriorating Low Ackworth Community Centre Building

Recorded Vote Outcome on Cllr Roberts proposal:

FOR: Cllrs Balfour, Cook, Maiden, Bell, Roberts

AGAINST: Cllrs Parker, Richmond, S Sherratt, A Sherratt

54 To receive and consider for approval a CIL funding agreement outlining staggered funding release between Ackworth Parish Council and Low Ackworth Community Association (LACA) in line with CIL funds approved by Council at its meetings on the 13th March 2023 and the 10th February 2025.

54.1 It was **RESOLVED** that the presented CIL funding agreement outlining staggered funding release between Ackworth Parish Council and Low Ackworth Community Association (LACA) in line with CIL funds previously approved by Council was **APPROVED**.

55 To note a supplier failure for the replacement of the Ackworth Quarries front door and consider delegating power to the Village Amenities committee at its next meeting on 27th July, to review new quotations and approve a supplier for installation before the next scheduled Council meeting.

55.1 It was **RESOLVED** that the Village Amenities committee were delegated power to authorise and appoint a new supplier to install the Ackworth Quarries replacement front door.

56 To consider options for a new Parish Council vehicle and determine the preferred vehicle fuel type and procurement method to enable further review of quotations at the next meeting of Council.

56.1. A discussion took place.

It was **RESOLVED** that the Clerk would bring back quotations for further Council review on fuel types of Electric (EV) & Hybrid (PHEV) with a procurement method analysis on both Contract Hire & Lease Purchase.

57 To receive correspondence from West Yorkshire Police regarding the creation of a 'Community Response Plan' and consider action.

57.1 It was **RESOLVED** that the item was **DEFERRED** to the next Council meeting.

58 To receive an allotment 'water tap map' and consider two requests from plot holders regarding the requirement of the installation of two new taps.

58.1 It was **RESOLVED** that the Clerk would work with Brackenhill Allotment Association to review the overall tap requirement and gain their thoughts to bring back to Council for further review.

59 To receive correspondence from an allotment plot holder regarding a request for an additional bee-hive and consider action.

59.1 The correspondence was a request from the tenant on plot 50 to gain permission to erect a third bee-hive to support other tenants in rehoming swarms of bees residing on plots.

It was **RESOLVED** that permission was given to plot holder 50 to erect a third hive.

60 To review an item referred to Council from the Village Amenities Committee at its meeting on the 27th April 2026, agenda item 5.3 and consider action.

To review a proposal from Cllr S Sherratt as deferred by the March Council meeting, to discuss with invited residents the feasibility of setting up community Padel courts with a community café on Parish Council owned land at either Brackenhill or Quarries and make recommendation to Council.

60.1 it was **RESOLVED** that a working group would be created as part of the Village Amenities recommendation to Council to approve in principle and that terms of reference for the working group would be created for approval in September.

61 Motions requested by Councillor(s)

61.1 To receive a proposal from Cllr A Sherratt regarding parking at Bell Lane Community Centre including use by centre users, school users, and resident parking and to decide who is permitted to use the car parking facility.

61.1 it was **RESOLVED** that the item was **DEFERRED** to the next meeting of the Environment, Road Safety and Planning committee.

62 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)

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

63 To receive the minutes of the Personnel Committee meeting held on 22nd June 2026 and approve the recommendations within them.

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

64 To receive quotations and approve a supplier to complete the compliance fire risk assessment at all sites.

64.1 It was **RESOLVED** that Firesolve were appointed to complete the compliance fire risk assessment at all sites excluding Ackworth Quarries at a total cost of £1280 ex VAT.

65 To receive quotations in relation to grounds maintenance at Ackworth Quarries Community Centre and consider approval of a supplier.

65.1: It was **RESOLVED** that S & D Landscapes were appointed to complete the grounds maintenance at Ackworth Quarries Community Centre Public Open Space (POS), areas and costs excluding VAT as per the below.

- Rear POS – 10 cuts per season - £1650
- Front POS – 20 cuts per season - £2100
- Shrubbled Areas – 12 visits per season - £1140

It was **NOTED** that only works on the rear public open space (POS) would be completed at this stage with other areas commencing post phase 2 handover between Ackworth Parish Council and Strata Homes Ltd of the front public open space (POS) and shrubbled areas.

Time Closed: 21:40