



Mrs J Nolan
Clerk to the Council

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Minutes of Finance & General Purposes Committee held on Monday 22nd June 2026 @ 7.30PM

Attendance

Cllr Sharon Maiden - Chair
Cllr John Bell
Cllr Suzy Sherratt
Cllr Nathan Bland
Cllr Martin Roberts

Clerk: J Nolan

0 Members of the Public Present

It was noted that the agenda date reflected the last meeting date and required amendment.

<p>1. Apologies</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 RECEIVED in respect of Cllr Balfour. 1.2 The committee had considered and APPROVED the reason given by Cllr Balfour.</p>
<p>2. Declarations of Interests and Dispensations</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>2.1/2.2/2.3 None to RECEIVE</p>
<p>3. To note the minutes for the Finance and General Purposes Committee meeting held on 27th April 2026.</p>
<p>3.1 The minutes had previously been circulated. The committee NOTED the meeting minutes as not quorate.</p>
<p>4. To receive the internal checks and reconciliation for Q4 January to March 2026.</p>
<p>4.1 The internal checks were RECEIVED.</p>
<p>5. To receive a report relating to the number of complaints received and freedom of information requests made from Feb 26 to June 26.</p>
<p>5.1 The committee RECEIVED the following report:</p>

Current: 0 live FOI request & 0 live complaints

History: (Recorded from 15th May 2023)

Request Type:	Complaint:	FOI:	DSAR:
> 6 months (2025 YTD)	2	5	0
< 6 months	14	28	2

6. To note a distribution supplier change for the Spring/Summer 2026 newsletter authorised by the Clerk under delegated powers.

6.1 The Clerk advised that due to a distribution booking failure with the Royal Mail website, to ensure Newsletter delivery before the gala a previous local supplier had been used and appointed within the budget allocated by Council for the Newsletter Distribution. The supplier used was Lee Stuckey and delivered at £100 per 1000 Newsletters delivered.

7. To note an update on John Gully's grave transfer progression.

7.1 An update from the solicitor dealing with the matter was **RECEIVED** which stated that the application for adverse possession was still progressing and that letters of advice, transfer of deed and declaration of trust were being completed for the trustees.

8. To receive feedback from recent employee Fire Safety Training and consider a requirement for a second stair sled and window escape hammer for the council room and make recommendation.

8.1 It was **RECOMMENDED** that more information is sought as to the purchase of a window escape hammer as concerns raised regarding building integrity to fire once glass broken.

It was **RECOMMENDED** that the Clerk has delegated power to purchase a second stair sled seeking best value for money with recommendation from Firesolve Ltd.

It was **NOTED** that a video on how to use the stair sled in advance of bookings as part of the centre user information would be useful.

9. To receive correspondence relating to a price increase from the grave digging contractor and make recommendation.

9.1 The correspondence confirmed an increase on chargeable services by 10% as of the 1st July 2026.

It was **RECOMMENDED** that this increase is incorporated into the new Cemetery fees once received from Wakefield District Council and presented for Council approval.

Next Meeting: 19:53