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

Minutes of the Village Amenities Committee Meeting held on Monday 26th October 2026 @ 7PM.

Attendance
Cllr John Bell – Chair
Cllr Sarah Balfour
Cllr Nathan Bland

Deputy Clerk K Batty
1 Representative from Brackenhill Allotment Association
0 Members of the public

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 Cllrs S Sherratt, S Maiden and M Roberts. **1.2** The committee considered and **APPROVED** the reasons given by Cllrs S Sherratt, S Maiden and M Roberts.
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.**
3. To note the minutes for the Village Amenities Committee meeting held on 27th July 2026.
3.1 The minutes had previously been circulated. The committee **NOTED** the minutes.
4. Allotments **4.1** To receive any updates from Brackenhill Allotment Association. **4.2** To receive an update on the waiting list and new lets. **4.3** To receive a report following the monthly plot inspections and number of letters. **4.4** To note the 2026 Allotment prize vouchers request from Newstead Garden Centre approve agreed budget total expenditure of £240 for prizes 1st, 2nd, 3rd half and full plot. **4.5** To review the Allotments Rules & Regulations, alongside correspondence from tenants and make recommendation.
4.1 An update was **RECEIVED**. It was **NOTED** that the reported problem with rats would be included in the review on the rules and regulations as per 4.5

4.2 An update was **RECEIVED**. There are 7 residents and 10 non-residents on the waiting list.
4.3 A report was **RECEIVED**. An inspection had been carried out on 21st October. It was **NOTED** that 15 letters are due to be sent, 5 plots being monitored and 1 notice to quit.
4.4 NOTED.
4.5 A discussion took place. It was **RECOMMENDED** that this committee meet with representatives of Brackenhill Allotment Association to carry out an overhaul of the rules; bringing recommendations back to December's Full Council meeting, in time for circulation to all tenants in January with the tenancy renewal letters.

5. Community Centres & Public Open Space

5.1 To note the award of 400 gifted whip trees from the Woodland Trust for the new Ackworth Quarries Community Centre to be planted in Spring 2027 and to consider a plan on requirements to plant, water and maintain for the Project Manager to create a proposal to bring back to a future meeting for review.
5.2 To receive a draft Legionella Management Policy as per action from the Legionella Risk Assessment and make recommendation.
5.3 To receive a village bench plan and make recommendation on the location of the new bench (donation).
5.4 To receive the meeting minutes of the Racket Sports Land Development Working Group, review the progress made, and consider any recommendations of planned next steps for this working group.

5.1 NOTED
5.2 It was **RECOMMENDED** the draft policy is **APPROVED.**
5.3 The bench plan was **RECEIVED**. It was **RECOMMENDED** the new bench is located near the spion kop adjacent to Ackworth Quarries Community Centre.
5.4 The minutes had previously been circulated. It was **RECOMMENDED** that the agreed actions from the minutes were **APPROVED**. (Appendix 1)

6. Cemetery

6.1 To re-review the requirement for cemetery parking improvements and make recommendation to Council.
6.2 To review supplier changes relating to cremated remains ashes plaques and make recommendation.

6.1 A discussion took place. It was **NOTED** that as the completed roadworks on the A1 has reduced the number of HGV turning, there was no requirement for the cemetery parking improvements to be considered.

It was **RECOMMENDED** that a more permanent sign is purchased, cost estimated at £100, to advise drivers that the roadway is not suitable for HGV turning.

6.2 A discussion took place. It was **RECOMMENDED** that no one supplier is appointed to replace Lancaster Memorials and that applicates can purchase the ashes plaques from any approved memorial mason.

It was **NOTED** that the Memorial Application Form will be updated to reflect the exact measurements and base requirements of the plaque to ensure uniformity.

7. To receive correspondence from Ackworth School and make recommendation.

7.1 A discussion took place regarding the request from the school to work more closely with community groups and the Parish Council to develop facilities in the village.

It was **RECOMMENDED** that the Chair of this committee and the Clerk attend a meeting with representatives of Ackworth School.

8. To consider items for inclusion in the 2027/28 budget and make recommendation to Council.

8.1 It was **RECOMMENDED**:

- To consider increasing the Carr Bridge Pavilion PWLB loan repayments so the term ends in-line with the lease end
- Tree watering and on-going maintenance

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 CONFIDENTAIL NATURE OF THE BUSINESS TO BE TRANSACTED ON THE FOLLOWING AGENDA ITEMS. PUBLIC BODIES (ADMISSION TO MEETING ACT 1960)

9.1 It was **AGREED** to move to the private section of the meeting.

10. To receive a quotation from Sandal Security relating to a maglock and keycode system for the new Ackworth Quarries building door and make recommendation.

10.1 It was **RECOMMENDED** that the quotation from Sandal Security for £1200 + VAT was **APPROVED.**

11. To receive quotes to replace the commercial hoover at Bell Lane Community Centre and make recommendation.

11.1 It was **NOTED** that hoover is a brand and that the agenda wording should state vacuum cleaner.

It was **RECOMMENDED** that the purchase of an Ensign Sensor 370 hoover from YPO for £577.49 + VAT is **APPROVED**.

12. To receive quotes relating to the wall and steps at Carr Bridge Play Area and make recommendation.

12.1 A discussion took place.

The following was **RECOMMENDED**;

- A ROSPA inspection is carried out to obtain professional feedback on the current condition of the wall. A request will be made for councillors to be present at the inspection. It was noted that a meeting with the inspector cost an additional £50 + VAT
- Obtain quotes for a civil engineer to assess what is under the mound, to enable this committee to look at alternatives.

13. To receive repair costs for Brackenhill Community Centre and make recommendation.

13.1 It was **RECOMMENDED** that the repairs to 2 x corners are carried out by Thurston Group at a cost of £1815 + VAT.

14. To receive a report from the Clerk relating to ongoing correspondence with an allotment tenant and make recommendation.

14.1 A lengthy discussion took place.

It was **RECOMMENDED** that the tenant is given 2 further weeks to provide the requested information\items, as required in-line with the Rules and Regulations. Failure to supply the requested information will result in a Notice To Quit.

It was **RECOMMENDED** that the Inspections, Termination and Appeals Process is included in the Tenants Handbook.

Meeting Closed: 20:20