

PURSUANT TO NOTICE A MEETING OF ACKWORTH PARISH COUNCIL WAS HELD AT THE PARISH COUNCIL COMMUNITY CENTRE, BELL LANE, ACKWORTH, ON MONDAY 19 JULY 2021 COMMENCING AT 7.15 PM

Present: Cllr: S Balfour, in the Chair

Cllrs: J Bell, A Cook, M Galvin, T Hames, J Hardman, Mrs S Hollyhead, T Hollyhead, G Marshall, S Richmond and M Roberts

2 members of the public

The Chairman invited members of the public to ask questions

Question 1

A resident raised several questions about the South Featherstone Link Road survey that had been carried out in December 2020 and was appalled at the poor standard demonstrated by people representing this village; Why was it not recognised that those organisations contacted were not research agencies? Why did the Parish Council not contact the market research society for advice?

The Chair thanked the resident for their questions and explained a response would be sent following the meeting.

There were no further questions. All Councillors agreed to move straight to the agenda.

Cllr Marshall left the meeting 7:22pm

1. To receive apologies for absence

1.1. Apologies were received and the reasons given as reported in the attendance book were approved from Cllr A Garbutt

2. Declarations of Interests and Dispensations

2.1. To receive declarations of interest from Councillors on items on the agenda

2.2. To receive written requests for dispensations for disclosable pecuniary interest (if any)

2.3. To grant any requests for dispensation as appropriate

None to receive

3. To receive a report from West Yorkshire Police

3.1. No report was available at the meeting.

4. To receive a report from District Councillor

4.1. The Clerk reported that Cllr J Carrington has sent a report and it would be circulated to all Councillors following the meeting.

5. To receive a report from Council Representatives on outside bodies

5.1. None to receive

6. To Approve the Minutes of the Parish Council Meeting held on 21 June 2021

6.1. Cllr Roberts proposed and Cllr Hames seconded that the minutes are approved

Voting took place - Cllr Hardman requested a named vote
Cllrs S Balfour, J Bell, A Cook, M Galvin, T Hames, T Hollyhead, Mrs S Hollyhead and M Roberts voted in favour
0 Councillor voted against
Cllrs J Hardman and S Richmond abstained

It was therefore RESOLVED that the minutes are approved.

7. To receive the Clerks report on matters arising from the Minutes of 21 June 2021

7.1. None to receive

8. To receive and approve accounts income, expenditure and bank reconciliations to end of April 2021

8.1. The accounts had previously been circulated to all Councillors.

Cllr T Hollyhead proposed and Cllr J Bell seconded that the accounts are approved

Voting took place - Cllr Hardman requested a named vote
Cllrs S Balfour, J Bell, A Cook, M Galvin, T Hames, T Hollyhead, Mrs S Hollyhead and M Roberts voted in favour
Cllr J Hardman voted against
Cllr S Richmond abstained

It was therefore RESOLVED the accounts to end of April 2021 are approved.

9. To receive and approve accounts income, expenditure and bank reconciliation to end May 2021

9.1. The accounts had previously been circulated to all Councillors.

Cllr J Bell proposed and Cllr Mrs S Hollyhead seconded that the accounts are approved

Voting took place
8 Councillors voted in favour
0 Councillors voted against
2 Councillors abstained

It was therefore RESOLVED that the accounts to the end of May 2021 are approved.

10. To receive and approve accounts income, expenditure and bank reconciliation to end June 2021

10.1. The accounts had previously been circulated to all Councillors

Cllr M Roberts proposed and Cllr A Cook seconded that the accounts are approved

Voting took place
8 Councillors voted in favour
0 Councillors voted against
2 Councillors abstained

It was therefore RESOLVED that the accounts to the end of June 2021 are approved.

11. To receive and approve the Petty Cash account to 10 May 2021

11.1. The Petty Cash account had previously been circulated to all Councillors

Cllr T Hames proposed and Cllr M Roberts seconded that the account is approved

Voting took place

8 Councillors voted in favour

0 Councillors voted against

2 Councillors abstained

It was therefore RESOLVED that the Petty Cash account to 10 May 2021 is approved

12. To receive and approve the Petty Cash account to 21 June 2021

12.1. The Petty Cash account had previously been circulated to all Councillors

Cllr T Hames proposed and Cllr T Hollyhead seconded that the account is approved

Voting took place

8 Councillors voted in favour

0 Councillors voted against

2 Councillors abstained

It was therefore RESOLVED that the Petty Cash account to 21 June 2021 is approved

13. To receive and approve a list of payments to be made and Petty Cash account to 19 July 2021

13.1. A list of payments has previously been distributed to all Councillors

Cllr Mrs S Hollyhead proposed and Cllr M Roberts seconded that the payments are approved.

Voting took place

8 Councillors voted in favour

0 Councillors voted against

2 Councillors abstained

It was therefore RESOLVED that the payments to 19 July 2021 are approved.

14. To receive and approve the Clerks report to PFK Littlejohn regarding the Audit for year ending 31 March 2020

14.1. The report had previously been circulated to all Councillors

Cllr J Bell proposed and Cllr T Hames seconded that the report is approved.

Cllr S Balfour requested that it is minuted the appreciation of the Clerk for the time put into the report and the thoroughness of the responses.

Voting took place - Cllr Hardman requested a named vote

Cllrs S Balfour, J Bell, A Cook, M Galvin, T Hames, T Hollyhead, Mrs S Hollyhead and M Roberts voted in favour

Cllrs J Hardman and S Richmond voted against

0 Councillors abstained

It was therefore RESOLVED that the report is approved.

15. To review delegation arrangements to committees, subcommittees, staff and other local authorities

15.1. It was reported that no powers are delegated to Committees and Subcommittees unless the Parish Council expressly approve it for a particular situation.

The Clerk, as Responsible Officer, has statutory powers and delegated powers; to carry out decisions of the Council, to sign any legal documents for tenancies for Strata Homes public open space; carry out the work of the cemetery, to act in an emergency and to pay wages. There are no powers delegated to local authorities.

Cllr M Roberts proposed and Cllr Mrs S Hollyhead seconded that the arrangements remain the same.

Voting took place
8 Councillors voted in favour
0 Councillors voted against
2 Councillors abstained

It was therefore RESOLVED that the delegation arrangements remain the same

16. To review the Terms of Reference of Committees and Subcommittees

16.1. It was reported that not all paperwork was available for the meeting.

Cllr M Roberts proposed and Cllr Mrs S Hollyhead seconded to defer to a future meeting

Voting took place
8 Councillors voted in favour
0 Councillors voted against
2 Councillors abstained

It was therefore RESOLVED that the item is deferred

17. To review and adopt Ackworth Parish Council's Standing Orders

17.1. The Standing Orders had previously been circulated to all Councillors.

Cllr S Balfour proposed and Cllr T Hollyhead seconded to defer this item to a future meeting so the document can be reformatting and amendments agreed

Voting took place
8 Councillors voted in favour
0 Councillors voted against
2 Councillors abstained

It was therefore RESOLVED that the item is deferred to a future meeting.

18. To review representation on or work with external bodies and arrangements for reporting back

18.1. The Clerk reported that Councillors had been elected to external bodies at June's Parish Council meeting. When Councillors attend a meeting a written report should be submitted to the Clerk for circulation prior to the following Parish Council meeting. When more than one Councillor is elected only one report needs to be submitted

Cllr M Roberts proposed and Cllr J Bell seconded that the arrangements are accepted

Voting took place
10 Councillors voted in favour
0 Councillors voted against
0 Councillors abstained

It was therefore RESOLVED that the arrangements are accepted

19. To review inventory of land and assets including building and office equipment

19.1. The inventory had previously been circulated to all Councillors

Cllr A Cook proposed and Cllr M Galvin seconded that the inventory is accepted

Voting took place
8 Councillors voted in favour
1 Councillor voted against
1 Councillors abstained

It was therefore RESOLVED that the inventory is accepted

20. To confirm arrangements for insurance cover in respect of insured risks

20.1. The insurance cover had previously been circulated to all Councillors.

The Finance and General Purposes Committee review the cover annually and any recommendations are passed to the full Parish Council for approval.

Cllr J Bell proposed and Cllr Mrs S Hollyhead seconded that the arrangements are accepted

Voting took place
9 Councillors voted in favour
0 Councillors voted against
0 Councillors abstained
1 Councillor didn't vote

It was therefore RESOLVED to accept the arrangements

21. To review the Council's and/or staff subscriptions to other bodies

21.1. A list of subscriptions had previously been circulated to all Councillors

Cllr A Cook proposed and Cllr M Roberts seconded to discontinue the subscription to the Rural Partnership Services

Voting took place
8 Councillors voted in favour
0 Councillors voted against
2 Councillors abstained

It was therefore RESOLVED to discontinue the subscription to the Rural Partnership Services.

Voting took place on the other subscriptions

Cllr J Bell proposed and Cllr T Hollyhead seconded to continue with all other subscriptions
Voting took place

8 Councillors voted in favour
0 Councillors voted against
2 Councillors abstained

It was therefore RESOLVED to continue with all other subscriptions

22. To review the Council's complaints procedure

22.1. Cllr S Balfour reported that the paperwork was not available for agenda items 22, 23 and 24 and proposed, seconded by Cllr T Hames, to defer these items to a future meeting.

All Councillors agreed to vote on agenda items 22, 23 and 24

Voting took place
8 Councillors voted in favour
0 Councillors voted against
2 Councillors abstained

It was therefore RESOLVED to defer items 22, 23 and 24 to a future meeting

23. To review the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 2018

23.1. Deferred as agreed in agenda item 22

24. To review the Council's policy on dealing with press/media

24.1. Deferred as agreed in agenda item 22

25. To approve the date of the 2022 Parish Assembly

25.1. The Clerk reported that the Parish Assembly must take place between 1 March and 1 June each year. A list of possible dates had previously been circulated to all Councillors

Cllr J Bell proposed and Cllr M Roberts seconded that the Parish Assembly is held on Monday 11 April 2022 prior to April's Parish Council meeting

Voting took place
9 Councillors voted in favour
0 Councillors voted against
1 Councillor abstained

It was therefore RESOLVED that the Parish Assembly will be held on 11 April 2022

26. To receive and approve the minutes of the Village Events Committee held on 28 June 2021 and the recommendations within them

26.1. The minutes had previously been circulated to all Councillors

Cllr M Roberts proposed and Cllr J Bell seconded that the minutes are approved.

Voting took place
8 Councillors voted in favour
0 Councillors voted against
2 Councillors abstained

It was therefore RESOLVED that the minutes are approved

27. To receive and approve the minutes of the Village Amenities Committee held on 28 June 2021 and the recommendations within them

27.1. The minutes had previously been circulated to all Councillors

Cllr M Roberts proposed and Cllr A Cook seconded that the minutes are approved

Voting took place

8 Councillors voted in favour

1 Councillor voted against

1 Councillor abstained

It was therefore RESOLVED that the minutes are approved

28. To receive and approve the minutes of the Finance & General Purposes Committee held on 28 June 2021 and the recommendations within them

28.1. The minutes had previously been circulated to all Councillors

Cllr M Roberts proposed and Cllr M Galvin seconded that the minutes are approved

Voting took place

8 Councillors voted in favour

2 Councillors voted against

0 Councillors abstained

It was therefore RESOLVED that the minutes are approved

29. To receive and approve the minutes of the Allotment Subcommittee Meeting held on Friday 18 June 2021 and the recommendations within them

29.1. The minutes had previously been circulated to all Councillors

Cllr T Hollyhead proposed and Cllr T Hames seconded that the minutes are approved

Voting took place

8 Councillors voted in favour

0 Councillors voted against

2 Councillors abstained

It was therefore RESOLVED that the minutes are approved

30. To receive and approve the minutes from the Road Safety Meeting held on Monday 5 July 2021 and the recommendations within them

30.1. The minutes had previously been circulated to all Councillors

Cllr M Roberts proposed and Cllr A Cook seconded that the minutes are approved

Voting took place

8 Councillors voted in favour

0 Councillors voted against

2 Councillors abstained

It was therefore RESOLVED that the minutes are approved

31. To receive and approve the minutes from the Communications and Media Committee Meeting held on Monday 5 July 2021

31.1. The meeting was not quorate therefore the meeting did not take place

32. To agree to amend the date of the Road Safety Committee and the Communications & Media Committee from 8 November to 1 November 2021

32.1. It was reported that the date clashed with November's Parish Council meeting.

All Councillors agreed to move the date.

It was therefore RESOLVED that the date of the Committee meetings is moved to 1 November 2021.

33. To receive correspondence from YLCA re New Model Code of Conduct for Local Councils – Consultation by the Local Government Association and decide the on action to take.

33.1. The New Model Code of Conduct along with three proposed amendments that had been adopted by Wakefield Council had previously been circulated to all Councillors

The Clerk reported that training is available for Councillors and employees

Cllr A Cook proposed and Cllr M Roberts seconded that the item be deferred until some Councillors and employees receive training on the new Model Code of Conduct.

All Councillor voted in favour

It was therefore RESOLVED that this item is deferred until training has been received.

34. To receive and comment on Planning Applications received by Wakefield MDC

34.1. Cllr T Hames reported on all the applications listed below along with additional requests that had been received on 19 July 2021.

The applications were noted unless otherwise stated:

- 17/00518/S7302 Land off Westfield Grove, Low Ackworth – variation of condition 7 (surfacing/completion of surfacing) from permission 17/00518/S7301 (variation to condition no. 10 surfacing/completion of surfacing) of permission 17/00518/OUT

Submit an objection to surfacing with a request that other solutions are considered along with the need for the gullies at the junction with Station Road are fully serviceable

- 21/01567/FUL 92 Millgate – double storey side extension
- 21/01669/TCA Treetop Lodge, Pontefract Road – Tree works
- 21/01670/TPO 30 Denton Gardens – Tree works

Additional requests received 19 July 2021

- 21/01414/FUL 15 Wenthill Close – First floor extension to side and new garage roof
- 21/01741/FUL 1 Longfield Drive – single storey side extension
- 21/01763/FUL The Barn, Gabriels Corner – first floor and rear single storey extension
- 21/01789/TPO 1 Long Meadow – tree works – *objection to be submitted as per the Parish Council's tree policy*

- 21/01815/TCA 4 Station Road – T1 and T2 sycamore, draw back from building by up to 3m, as they are touching the roof and stonework – *objection to be submitted as per the Parish Council's tree policy*
- 21/01819/TPO 28 Doncaster Road – T1,T2 and T3 Poplar of MWA Arboricultural Report Work. Clay shrinkage subsidence damage at the property – *objection to be submitted as per the Parish Council's tree policy*

34.2. Cllr T Hames reported that the Planning Subcommittee had been invited to a meeting with developers, who will be submitting a planning application for land off Hardakers Lane. The meeting was for information sharing and it was explained to the developer that the Parish Council will make comment on the application when the plans are submitted.

Cllr S Balfour proposed and Cllr M Roberts seconded that the Parish Council delegates to the Planning Subcommittee the powers to make responses to any planning applications that come in over the summer period that have a deadline that means they can't be considered at the September meeting. The responses need to be in line with Parish Council policies.

Voting took place
8 councillors voted in favour
0 Councillors voted against
2 Councillors abstained

Cllrs Mrs S Hollyhead and T Hollyhead declared an interest in application that may be submitted for land off Hardakers Lane.

35. To receive Burial Rights

35.1. None to receive.

36. To request that Ackworth Parish Council consider membership of the National Association of Councillors as a corporate body on behalf of Parish's Councillors (Cllr Hardman)

36.1. Information had previously been circulated to all Councillors

Cllr J Hardman proposed and Cllr S Richmond seconded that request is approved.

Voting took place
9 Councillors voted in favour
0 Councillors voted against
1 Councillor abstained

It was therefore RESOLVED that a subscription is made to the National Association of Councillors is approved.

37. That Ackworth Parish Council place the recordings of the full years Parish Council monthly meetings online, for the full term of the council year. (Cllr Hardman)

37.1. Cllr Hardman proposed and Cllr Richmond seconded for the recordings to be uploaded onto the website.

Voting took place
2 Councillors voting in favour
8 Councillors voted against
0 Councillors abstained

The proposal FELL

Councillors agreed that the audio recordings of Parish Council meetings will be available via Soundcloud

The Chairman thanked the members of public for attending the meeting. Members of the public left the meeting

PUBLIC BODIES (ADMISSION TO MEETING ACT 1960) THAT THE PRESS AND THE PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING ON THE GROUNDS THAT THE PUBLICITY WOULD BE PREJUDICIAL TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED

38. To receive terms of tender \ quotation for solicitor to carry out associated works required in relation to John Gully's grave

38.1. The Clerk reported she had received one quote from Ridley and Hall of £2140 including VAT

Ridley and Hall £2140 including VAT
Ramsdens was not able to send a quote

Cllrs Cook, T Hollyhead and Mrs S Hollyhead declared an interest and did not vote

Cllr M Roberts proposed and Cllr M Galvin seconded that the quote of £2140 is accepted

Voting took place
4 Councillors voted in favour
0 Councillors voted against
3 Councillors declared an interest

It was therefore RESOLVED to accept the quotation from Ridley and Hall is accepted