**3044**

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| **PENNINGTON PARISH COUNCIL****Monday 18th January 2021 – 7pm****ZOOM MEETING****MINUTES** |
| **ATTENDEES** | Mr Bertram (Chair)Mrs Thompson (Vice Chair) Mrs AthersmithMrs Slater Mrs Bell (Clerk)Cllr Willis (left meeting 8.05pm) 1 member of the public |
| **ITEM** | **DISCUSSION** | **ACTIONS** | **OWNER** | **DUE** |
| 1. **Welcome and Apologies**
 | * Mr Bertram opened the meeting and welcomed all in attendance
* Apologies received and accepted from Mr Thompson and Mr Stretch
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| 1. **Declaration of Councillors Interests**
 | * None
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| 1. **Previous Minutes, Matters Arising and Actioned Items**
 | * Tree Plaque and wording is still ongoing.
* Information has been sent to the surveyor regarding Loppergarth, Mrs Thompson to make contact at her earliest convenience.
* Standards Matter response was sent. Item completed.
* Mrs Bell contacted Pennington School regarding the Defibrillator and will discuss further with Mr Stretch.
* Minutes agreed and will be signed at a later date due to Covid restrictions
 | * Mrs Thompson to make contact at her earliest convenience.
* Mrs Bell to arrange minutes to be signed by Chairman
 | * LT
* LB
 | * Ongoing
* ASAP
 |
| 1. **Vacancies**
 | * Ward of Swarthmoor -1 Vacancies
* Ward of Pennington - 0 Vacancies
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| 1. **Public Participation by Question and Comment**
 | * No items.
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| 1. **Police Report**
 | * Mrs Bell reported that no Police Report had been received in advance of the meeting.
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| 1. **Covid Update**
 | * Mrs Bell informed everyone that although reception desks at District Council etc had been closed, support is still available.
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| 1. **Community Led Plan**
 | * Mrs Thompson informed members that the CLP team had met before Christmas and have agreed to meet virtually on a regular basis.
* Mrs Thompson discussed the proposed Kick Start plan and agreed that it will run alongside and be supported by the CLP.
* Mrs Thompson requested that members forward the details of possible community representatives for the Kick Start Plan in order to develop the plan further.
* Mrs Thompson discussed using the CLP to action possible road safety measures around Park Road/ Park Field area prior to the commencement of the roundabout works.
* This is to help strengthen links with the community, resident’s opinions and influence road layout and mitigating factors.
* All members present agreed.
 | * Mrs Thompson to liaise with relevant people and discuss.
 | * LT
 | **3045*** Ongoing
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| 1. **Swarthmoor and High Carley a. Playground Reportb. Basketball Area**
 | * Playground report had been received.
* No new issues reported.
* Mrs Slater questioned whether the playground inspector is contracted to complete repairs. It was agreed to contact Mr Spencer to offer him the opportunity to put right the small issues listed.
* Mrs Slater informed members that banners had been displayed at Lindal Park encouraging people to remember “Hands, Face, Space” and requested that we consider the same or similar.
 | * Mrs Bell to contact Mr Spencer
* Mrs Bell to investigate
 | * LB
* LB
 | * Ongoing
* Next Meeting
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| 1. **Loppergarth and Pennington**
* **Playground Report**
* **Playground Equipment**
* **Parking**
* **Tree/ Plaque Donation**
* **Notice Boards**
 | * Playground Report has been received, there are no new issues reported.
* Mrs Bell informed members that the new equipment is on track to be delivered at the end of January and will give updates when available.
* Ongoing.
* Ongoing.
* Mrs Bell reported issues with 2 of the 3 parish notice boards. It was agreed to obtain prices to replace all 3.
 | * Mrs Bell to gather quotes.
 | * LB
 | * Ongoing
 |
| 1. **Sunnyside and Parish Rooms**
 | * Nothing to report
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| 1. **Highways**
* **Proposed Roundabout**

**Cross-a-Moor** | * Cllr Willis discussed aspects of a presentation given by Highways England. This presentation offered no new information but emphasises the importance of improving junctions and access onto the A590 in that area.
* A brief discussion was had outlining the proposal of an 8 acre wetland site and dog walking site in that area.
* Members stressed frustrations over increased safety issues that will result from the slip road joining onto Main Road around the Park Road/ Park Field area.

**3046*** Mrs Willis confirmed that the concerns and issues have been recognised and that a public consultation is due to be held in the New Year.
* Mrs Thompson informed members of the proposed plans to protect the war memorial.
* This includes installing Heras Fencing a minimum of 2m away from the memorial. Photos have been taken to document its current state.
* Mrs Thompson informed members that advice had been taken from the War Memorial Museum and that a decision on the planning application is expected imminently.
* A site visit with CCC and HE was requested when Covid restrictions allow.
* Members were encouraged to forward written concerns to the Clerk so a response can be put together and sent to the relevant people.
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| 1. **Invoices and Receipts**
 | * Schedule attached to the agenda, no issues reported.
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| 1. **Planning**
 | * No planning applications to report.
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| 1. **Correspondence/ Emails**
 | * Mrs Bell informed members of the following items:
* Information received from the Local Resilience Forum, to be included on the website and social media.
* Thank you cards received from parish members who received Christmas gifts.
* Response to the community mailing list.
* Removal of war memorial tributes. It was agreed to contact the gentleman who cleans the war memorial to thank him for his continued care and support in the community.
* A590 School Crossing Patrol Lights. It was commented that the lights were potentially disable when the traffic lights and crossing were installed.
* 4 way-post at Horace Farm.
* Report of street lights between Swarthmoor and High Carley not coming on. Has been reported and action is planned.
* Cycle consultation – A590 Witherslack to Barrow.
* A request from an existing allotment tenant to take over an adjoining plot.
* Carbon Footprint Tool – Mrs Slater discussed the proposed Carbon Footprint Tool aimed at helping to reduce carbon footprint. It proves to be an interesting and useful tool and it was agreed to revisit it once it has gone live.

**3047** | * Mrs Bell to write to the gentleman.
* Mrs Bell to chase response.
* Consultation to be added to website and social media.
* Mrs Bell to discuss with Mr Stretch.
 | * LB
* LB
* LB, YA
* LB, HS
 | * Ongoing
* Ongoing
* ASAP
* Ongoing
 |
| 1. **Unitary Authority**
* **Questions for Elected Members**
 | * It was commented that questions listed and attached were for future reference once more information was available and all members were encouraged to forward any questions to the Clerk to keep on record.
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| 1. **Standards Matter Response**
 | * The Standards Matter 2 response had been sent. Item completed
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| 1. **Website Content**
* **Emergency Plan**
* **Policies**
 | * Mrs Thompson reported that the working group had met to discuss and start updating the Emergency plan which now includes Covid Guidance.
* Mrs Thompson agreed to forward notes from the meeting and informed members that additional meetings will be planned.
* Mrs Thompson informed members that she had been in contact with a representative of the Loppergarth Community Group with regard to Defibrillator in the village. As yet there is no response to update on.
* Mrs Bell stated that there is still much to do with regard to uploading additional policies to the website.
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| 1. **Whinfield Flooding**
 | * Cllr Willis requested information on the issues around flooding at Whinfield and who had visited the area to investigate.
 | * LB to forward information to Cllr Willis
 | * LB
 | * Ongoing
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| 1. **Kick Start Plan**
 | * As discussed in item 8 Community Led Plan
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| 1. **Precept Papers/ Signing**
 | * Mrs Bell informed members that the Precept Papers had been emailed for approval and that electronic signatures had been approved by SLDC.
* Mrs Thompson and Mr Bertram agreed to the papers being signed electronically.
* It was also agreed that upcoming tenancy agreements on Sunnyside, Grazing Land and Allotments be signed on behalf of the Parish Council by Mrs Bell.
 | * Mrs Bell to forward the signed Precept forms and tenancy agreements.
 | * LB
 | * Immediate
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| **Date of Next Meeting and items for the Agenda** | * Monday 8th February 2021
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| **Signed Clerk:** |  | **Date:** |  |
| **Signed Chairman:** |  | **Date:** |  |