

PENNINGTON PARISH COUNCIL
Annual Meeting of the Parish
Monday 9th May 2022
7pm
Parish Rooms

Minutes

Attendees	Mrs Bell (Clerk) Mr Davidson Mr Stretch	Mrs Thompson (Chair) 2 Members of the public		
ITEM	DISCUSSION	ACTIONS	OWNER	DUE
1. Apologies	<ul style="list-style-type: none"> Apologies received and accepted from Mrs Athersmith, Mrs Slater, Cllr Willis, Cllr Cooper. 			
2. Annual Meeting of the Parish	<ul style="list-style-type: none"> Chairman's statement was delivered - Statement attached. One member of the public and representative of the LGC thanked the council for their contribution to the cost of replacing the swing. A cheque was presented to the council by LGC for their contribution towards the replacement swing. The council were informed of the fundraising quiz at the Wellington on Saturday 14th May and the Jubilee celebrations. The council were updated on the status of the flower baskets in Loppergarth. A member of the LGC requested a copy of the playground report. 	<ul style="list-style-type: none"> Clerk to forward report. 	<ul style="list-style-type: none"> Clerk 	<ul style="list-style-type: none"> Ongoing
The Annual Meeting of the Parish was closed at 7.30pm				

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ITEM	DISCUSSION	ACTIONS	OWNER	DUE
Apologies	Apologies received and accepted from Mrs Athersmith, Mrs Slater, Cllr Willis, Cllr Cooper.			
1. Election of Officers	<ul style="list-style-type: none"> 3 nominations were received and seconded for Mrs Thompson as Chair. Council resolved to elect Mrs Thompson to Chair and Mrs Thompson accepted office and completed Declaration of Acceptance of Office. Nomination was received and seconded for Mrs Slater as Vice-Chair. Council resolved to elect Mrs Slater to Vice-Chair. 			
2. Allocation of Duties	<ul style="list-style-type: none"> All councillors agreed to the current list of allocated duties. Amendments as – Bus Shelters – Clerk Grass Cutting – Mrs Slater. 			
3. Declarations of Councillors Interests	<ul style="list-style-type: none"> None 			
4. Vacancies	<ul style="list-style-type: none"> Swarthmoor Ward – 2 vacancies Pennington Ward – 0 vacancies 	<ul style="list-style-type: none"> Vacancies to be advertised on the website, CommChat and school newsletter. 		
5. Previous Minutes and Matters Arising	<ul style="list-style-type: none"> Memorial Hall have requested 2 trees for the Queen's Jubilee. Swarthmoor road issues to be raised at the CRASH meeting on 10th May 2022. Parish Councillors by show of hands agreed to the Energy Audit. Letter to resident re: Park Road/ Fox Street ongoing. 	<ul style="list-style-type: none"> Clerk to arrange. Clerk to write to resident 	<ul style="list-style-type: none"> Clerk Clerk 	<ul style="list-style-type: none"> Ongoing ASAP

	<ul style="list-style-type: none"> Minutes signed and agreed as a true and accurate reflection of the meeting. 			
6. District Councillors/ Elected Members Reports	<ul style="list-style-type: none"> Cllr Cooper forwarded thanks via email for everyone's support over the last few weeks and is looking forward to representing Swarthmoor as part of the new Low Furness ward. 	<ul style="list-style-type: none"> No action 		
7. Public Participation by Question and Comment	<ul style="list-style-type: none"> Nothing raised 	<ul style="list-style-type: none"> No action 		
8. Police Report	<ul style="list-style-type: none"> Nothing raised 	<ul style="list-style-type: none"> No action 	<ul style="list-style-type: none"> Clerk 	<ul style="list-style-type: none"> Next meet
9. Swarthmoor/ High Carley	<ul style="list-style-type: none"> Council was updated on Swarthmoor and Birkrigg Park bus shelters progress. 	<ul style="list-style-type: none"> Clerk to provide regular updates. Clerk to put information notice re: ongoing replacement of Swarthmoor bus shelter. 	<ul style="list-style-type: none"> Clerk 	<ul style="list-style-type: none"> Ongoing
10. Loppergarth/ Pennington	<ul style="list-style-type: none"> Damage to Memorial Hall noticeboard was reported. Issue with the wall at Loppergarth playground was reported. 	<ul style="list-style-type: none"> Clerk and Mr Stretch to gather quotes for individual and multiple noticeboards. Member of LGC agreed to discuss with a local tree surgeon/ landscaper. 	<ul style="list-style-type: none"> Clerk Mr Stretch 	<ul style="list-style-type: none"> Next meet
11. Footpaths	<ul style="list-style-type: none"> A number of issues with footpaths were raised on the footpath report. 	<ul style="list-style-type: none"> Clerk to forward concerns to the CAT and HE 	<ul style="list-style-type: none"> Clerk 	<ul style="list-style-type: none"> Ongoing
12. Sunnyside/ Parish Rooms	<ul style="list-style-type: none"> Review of hourly rate of hiring the hall was requested. Council resolved to keep the cost at £4.50 per hour but groups to be informed that this will be reviewed in September following the energy audit. 	<ul style="list-style-type: none"> Clerk to contact representative of the Parish Rooms. 	<ul style="list-style-type: none"> Clerk 	<ul style="list-style-type: none"> ASAP
13. Planning Matters	<ul style="list-style-type: none"> No issues raised from previous applications. The following applications were discussed and responses agreed as follows: <ul style="list-style-type: none"> PN/2022/0053 – concreting areas of existing yard at Castle Hill Farm, Beckside, Pennington It was noted that application number <ul style="list-style-type: none"> SL/2022/0180 – regulate the use of land for the 	<ul style="list-style-type: none"> The council resolved to support this application. 	<ul style="list-style-type: none"> Clerk 	<ul style="list-style-type: none"> ASAP

	recreational keeping of horses and construction of an all-weather exercise surface with fencing at Carley Lane was refused.			
14. Financial Matters	<ul style="list-style-type: none"> • The following payments were discussed for approval <ul style="list-style-type: none"> - CALC Subscription at £346.09 - CALC Code of Conduct training at £90.00 - CALC Finance training at £20.00 - CALC CiLCA training/ qualification 	<ul style="list-style-type: none"> • Council resolved to approve all payments. 	<ul style="list-style-type: none"> • Clerk 	<ul style="list-style-type: none"> • Ongoing
15. Financial Information	<ul style="list-style-type: none"> • The following documents were discussed: <ul style="list-style-type: none"> - Asset List - Spending over £100 - Budget Summary - VAT Return - AGAR internal audit report - AGAR annual accounting statement - AGAR annual governance statement - AGAR explanation of significant variances - AGAR explanation of high reserves - Period of exercise of public rights. <p>The books had been approved by the internal auditor and the summary of the year end accounts had been emailed to the councillors. The Chairman proposed a resolution to approve section 1, the Annual Governance Statement of the Local Councils in England Annual Return. This was carried unanimously. The Chairman proposed a resolution to approve section 2, the Accounting Statement, of the Local Councils in England Annual Return for the year ended 31st March 2022. This was carried unanimously. The Chairman proposed a resolution that the council could not be exempt from a limited assurance review by the external auditor as the qualifying criteria had not been met. This was carried unanimously and all supporting documents were agreed. The Chairman proposed a resolution to adopt the recommended period of exercise of public rights as 13th June – 22nd July.</p>	<ul style="list-style-type: none"> • Clerk to send signed paperwork to external auditor. 	<ul style="list-style-type: none"> • Clerk 	<ul style="list-style-type: none"> • ASAP

16. Correspondence	<ul style="list-style-type: none"> Correspondence received from a resident regarding Millennium Gardens was received. Council resolved to carry this item to the next meeting for discussion with Mrs Slater. 	<ul style="list-style-type: none"> To discuss at the next meeting. 	<ul style="list-style-type: none"> All 	<ul style="list-style-type: none"> Next meet
17. Highways	<ul style="list-style-type: none"> Council were informed of information received from HE including proposed road closures. All information will be received via HE newsletter. 	<ul style="list-style-type: none"> No action 		
18. Parking Consultation Events	<ul style="list-style-type: none"> Council were informed that the community development officer from CCC will support community consultations regarding parking in the parish. 	<ul style="list-style-type: none"> No action 		
19. Training	<ul style="list-style-type: none"> Councillors were asked to look at the dates for Code of Conduct Training and book convenient sessions. Consideration was given to moving the June meeting to accommodate training but Council resolved to keep the meetings as normal. 	<ul style="list-style-type: none"> Members to book training sessions. 	<ul style="list-style-type: none"> All 	<ul style="list-style-type: none"> Ongoing
20. Clerk's Hours	<ul style="list-style-type: none"> It was proposed that the Clerk's hours be reviewed to reflect the increase of working hours. A proposal was made, seconded and carried unanimously to increase the Clerk's hours to 10 hours per week with a 6 monthly review. 	<ul style="list-style-type: none"> Clerk to arrange change of SO 	<ul style="list-style-type: none"> Clerk 	<ul style="list-style-type: none"> ASAP
21. Items for Future Agendas	<ul style="list-style-type: none"> Nothing raised 	<ul style="list-style-type: none"> No action 		
22. Date of Next Meeting	The next ordinary meeting was requested for 20 th June 2022 – 7pm in the Parish Rooms			

Signed Chairman..... Date.....

Signed Clerk..... Date.....