

PENNINGTON PARISH COUNCIL
Ordinary Meeting of the Parish Council
Monday 17th June 2024
7pm
Parish Rooms

Minutes

| | | | | |
|---|---|--|--------------|------------|
| Attendees | Mrs Athersmith Mrs Bell (Clerk) Mr Davidson Mrs Slater | Mr Stretch Mrs Thompson (Chair) 2 members of the public | | |
| ITEM | DISCUSSION | ACTIONS | OWNER | DUE |
| 24-06/1 Election of Officers/ Acceptance of Office | <ul style="list-style-type: none"> It was proposed and seconded to elect Mrs Thompson as Chair – accepted It was proposed and seconded to elect Mrs Slater as Vice Chair – accepted Declaration of Acceptance of Office signs were signed and witnessed by the Clerk | | | |
| 24-06/2 Chairman's Statement | <ul style="list-style-type: none"> The Chair's statement was received and thanks were extended to the Chair. | | | |
| 24-06/3 Apologies | <ul style="list-style-type: none"> Apologies received and accepted from Cllr Cooper | | | |
| 24-06/4 Declarations of Councillors Interests | <ul style="list-style-type: none"> None Cllrs were reminded of their responsibility to update their register of interests. | | | |
| 24-06/5 Exclusion of the Press and Public | <ul style="list-style-type: none"> None | | | |
| 24-06/6 Vacancies | <ul style="list-style-type: none"> The following vacancies were noted: Swarthmoor Ward – 2 vacancies Pennington Ward – 0 vacancies It was noted that there has been interest to fill the 2 vacancies, interested parties to attend the next meeting. | <ul style="list-style-type: none"> Vacancies to be advertised on the website and requested to be advertised via CommChat and school newsletter. | | |
| 24-06/7 Previous Minutes | <ul style="list-style-type: none"> Minutes signed as a true and accurate reflection of the meeting. | | | |

Signed: Chairperson _____ Date: _____

Signed: Clerk _____ Date: _____

| | | | | |
|---|--|---|--|--|
| dated 13/05/24 and Matters Arising | | | | |
| 24-06/8 Public Participation by Question and Comment | <ul style="list-style-type: none"> • Birkrigg Park representative informed Council that they had been quoted £1,300 per defib for connecting to the streetlighting. This was disappointing as they have worked hard to raise funds for the de-fibs and this has is huge additional expense. • Birkrigg Park representative sought clarification on the lower speed limit application. It was confirmed that the Birkrigg Park aspect of the application had not been successful. • Birkrigg Park representative sought confirmation on the process for replacement bench for the estate. • It was resolved to gather quotes for replacement benches in the following locations – Birkrigg Park, Cross-a-Moor War Memorial, Fox Street, Rufus Lane and painting of the squirrel benches at Fox Street and Pennington Church. • Loppergarth Community Group representative attended to express upset and an official complaint regarding the conduct of a Parish Councillor which has led to animosity at a community group meeting. • The Council does not condone aggression of any kind and would like to express their gratitude for the continued support and fund raising efforts of the Loppergarth Playground Community Group. | <ul style="list-style-type: none"> • Clerk has drafted a response to the letter received which includes the Councils complaints procedures | | |
| 24-06/9 District Councillors/ Elected Members Reports | <ul style="list-style-type: none"> • Cllr Cooper sent brief updates via email regarding parking and enforcement issues, Birkrigg Park defibs and lower speed limits in Swarthmoor however the pre-election period has impacted what updates are available and progress of ongoing projects/ consultations. | | | |
| 24-06/10 Finances/ AGAR | <ul style="list-style-type: none"> • The books had been approved by the internal auditor and the summary of the year end accounts had been provided for Council members. The Chairman proposed a resolution | <ul style="list-style-type: none"> • | | |

Signed: Chairperson _____ Date: _____

Signed: Clerk _____ Date: _____

| | | | | |
|---|---|---|--|--|
| | <p>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 2024. This was carried unanimously. It was noted that exemption criteria had not been met and that the Council will be subject to a limited assurance external audit.</p> <ul style="list-style-type: none"> • It was noted that the Bank Reconciliation had been completed. • It was noted that the Explanation of Reserves had been completed. • It was noted that the Explanation of Variances had been completed. • It was noted that the Notice for the Exercise of Public Rights had been published on Parish noticeboards and the Website. | | | |
| <p>24-06/11 Swarthmoor/ High Carley</p> | <ul style="list-style-type: none"> • Playground report was received. • It was confirmed that the grass cutting has commenced and will invoice will be sent at the end of the term. • It was reported that Crosslands Close continues to experience missed bin collections. Residents to be encouraged to report via the online portal. | <ul style="list-style-type: none"> • | | |
| <p>24-06/12 Pennington/ Loppergarth</p> | <ul style="list-style-type: none"> • Playground report to be received annually • An update was provided in the progress of the Gala planning. • There was no update regarding the defib to receive • An update was received on the fibre roll out which identified 2 areas that are “out of scope” being Ewe Dale Farm and Cross a Moor. | | | |
| <p>24-06/13 Sunnyside/ Parish Rooms</p> | <ul style="list-style-type: none"> • Awaiting quotes for repair to damaged fascia/ gable end | <ul style="list-style-type: none"> • Clerk to chase quotes | | |

Signed: Chairperson _____ Date: _____

Signed: Clerk _____ Date: _____

| | | | | |
|-------------------------------|--|--|--|--|
| | <ul style="list-style-type: none"> • Quotes for woodworm treatment and replacement doors were received. It was resolved to obtain additional quotes in line with Council policy • It was requested that consideration be given to regular cleaning of the Parish Rooms in the annual budget. | <ul style="list-style-type: none"> • Clerk to obtain further quotes • Clerk to investigate quotes | | |
| 24-06/14 Planning Matters | <ul style="list-style-type: none"> • Nothing to consider • Council were informed that there are updates on the Cross-a-Moor development with potential areas of safeguarding concern with nursery access footpath. | <ul style="list-style-type: none"> • Council to monitor and respond as necessary | | |
| 24-06/15 Financial Matters | <p>Financial Matters Balance as at 10/04/2024</p> <p>Payments <u>To resolve to note the following payments from Bank Statements</u> <u>11/04/2024 – 10/05/2024</u> EON Next Parish Rooms SSE Streetlighting N Power Streetlighting Salary and WFH allowance Water Plus Allotments 1 and 1 Ionos Website Total Bank Statement Expenditure</p> <p>Receipts <u>To resolve to note the following receipts from Bank Statements</u> <u>11/04/2024 – 10/05/2024</u> WAF Precept Room Hire Sunnyside Rent WAF Parish Grant</p> | <p><u>£30,184.50</u></p> <p>£41.10 £63.99 £231.03 £566.19 £11.02 £8.39 <u>£921.72</u></p> <p>£14,494.36 £78.00 £470.00 £183.64</p> | | |

Signed: Chairperson _____ Date: _____

Signed: Clerk _____ Date: _____

| | | | | |
|--|---|--------------------------|------------|--|
| | Total Bank Statement Receipts | <u>£15,226.00</u> | | |
| | Bank Statement Balance at 10/05/2024 | <u>£44,488.78</u> | | |
| | <u>Cashbook Payments</u> | | | |
| | Total Cashbook Payments | <u>£0.00</u> | | |
| | <u>Cashbook Receipts</u> | | | |
| | Sunnyside Rent | £470.00 | | |
| | Allotment x 2 | £64.00 | | |
| | Total Cashbook Receipts | <u>£534.00</u> | | |
| | Total Payments | <u>£921.72</u> | | |
| | Total Receipts | <u>£15,760.00</u> | | |
| | Running Balance | <u>£45,022.78</u> | | |
| | Reserves | | | |
| | General | £6,729.91 | | |
| | Buildings Maintenance | £14,628.78 | | |
| | CIL | £7,121.78 | | |
| | Bus Shelters Maintenance | £2,021.73 | | |
| | Election Fees | £4,000.00 | | |
| | Playground Maintenance | £2,349.80 | | |
| | Total | <u>£36,852.00</u> | | |
| | <u>To resolve to consider/approve the following payments:</u> | | | |
| | CALC Subscription | £404.24 | | |
| | Wood worm treatment and replacement door | £538.00 | | |
| | Replacement doors x 7 | £1,106.00 | | |
| | | | Approved | |
| | | | To gather | |
| | | | additional | |
| | | | quotes | |

Signed: Chairperson _____ Date: _____

Signed: Clerk _____ Date: _____

| | | | | |
|--------------------------------------|--|--|--|--|
| 24-06/16 Unity Bank/ .GOV Domains | <ul style="list-style-type: none"> • Definitive decision to be made at the next meeting • Definitive decision to be made at the next meeting | <ul style="list-style-type: none"> • Clerk to contact support officer regarding cheques and cash deposits • Clerk to request a list of approved registrars | | |
| 24-06/17 BSIP Bus Consultation | <ul style="list-style-type: none"> • No update to receive due to pre-election period | | | |
| 24-06/18 Items for future agenda | <ul style="list-style-type: none"> • Bin Collections • Benches • Gala grant • In house training • BSIP – Bus Consultation | | | |
| 24-06/19 Date of Next Meeting | The next ordinary meeting was requested for 15 th July 2024 – 7pm in the Parish Rooms | | | |

Signed: Chairperson _____ Date: _____

Signed: Clerk _____ Date: _____