

PENNINGTON PARISH COUNCIL
ANNUAL Meeting of the Parish Council
Monday 11th May 2026
7pm
Parish Rooms

Minutes

Attendees	Mrs Athersmith Mrs Bell (Clerk) Ms Brockbank Mr Corbett Mrs Corbett	Mrs Slater Mr Stretch Mr Squires
	DISCUSSION	
26-05/1 Election of Officers	• A nomination of Mrs Slater to remain as Chair was received, seconded and carried with a unanimous vote • Mrs Slater was duly elected to role of Chair and Acceptance of Office was received and signed by the proper officer of the council. • A nomination of Mr Squires to remain as Vice-Chair was received, seconded and carried with a unanimous vote • Mr Squires was duly elected to role of Vice-Chair and Acceptance of Office was received and signed by the proper officer of the council.	
26-05/2 Apologies	• Apologies were noted from Cllr Cooper	
26-05/3 Declarations of Councillor Interests	• None noted	
26-05/4 Exclusion of Press and Public	• None noted	
26-05/5 Vacancies	• There are no vacancies on the Swarthmoor Ward. • There are no vacancies on the Pennington Ward.	
26-05/6 Previous Minutes and Matters Arising	• Minutes of the previous meeting that had been previously circulated were signed as a true and accurate reflection of the resolutions made.	

Signed: Chairperson_____ Date:_____

Signed: Clerk_____ Date:_____

26-05/7 Public Participation	No members of the public present
26-05/8 District Councillors/ Elected Members Reports	None noted
26-05/09 Swarthmoor/ High Carley	- The playground report previously circulated and highlighting areas for repair - It was noted that works at Swarthmoor playground are ongoing and confirmed that as they were previously authorised, the contractor could be informed to proceed with the works. - Council were updated on issues surrounding the damaged bus shelter on the East Bound carriageway at Swarthmoor.
26-05/10 Pennington/ Loppergarth	- It was noted that works at Loppergarth playground have been completed with a slight increase to materials since the initial quote. - It was noted that additional bins have been highlighted by the dog fouling patrol team. HSI to contact for prices and contract options of purchase or rental. - It was noted that the plaque is still to be fitted to the new memorial bench at Cross-a-Moor.
26-05/11 Sunnyside/ Parish Rooms	- It was noted that the Parish Rooms Risk Assessment is still to be completed. HSI and YA to arrange to complete. - It was noted that following installation of Fibre in the parish, Council may wish to consider installing at the Parish Rooms. To be included on future agendas
26-04/12 Planning Matters	None noted
26-05/13 Financial Matters	- Finances as noted on the agenda were approved - There were no additional purchases or expenses for approval - It was noted that there had been transposed figures on the last reconciliation so did not add up – the balances were however correct. - It was noted that the Precept had not yet been received due to an admin error at WAF Council. This was being resolved and payment should be received imminently.
26-05/14 AGAR- Asset List	- The Asset List previously circulated was considered and it was resolved to remove the printer – this has never been provided to the current Clerk and as such is not a current asset. - It was resolved to remove the previous Laptops as they have come to the end of their life and not current assets. - It was resolved that the Laptops should be disposed of using confidential waste company. - It was proposed to approve the asset list and this was carried unanimously
26-05/15 AGAR – VAT Return	It was noted that the VAT had been submitted and the VAT refund received.

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26-05/16 AGAR - Reconciliation	Reconciliation that had been previously circulated was considered and approved.
26-05/17 AGAR – Contact Details	Contact details for the AGAR submission were approved as the newly elected Chair, Vice-Chair and Clerk.
26-05/18 AGAR – Internal Audit Report	The Internal Audit Report was received and noted that the IA was extremely happy with the accounts with no areas of concern and were duly signed off with no actions/ recommendations.
26-05/19 AGAR – Annual Governance Statement	- The Annual Governance Statement was considered - It was proposed to approve the Annual Governance Statement and this was carried unanimously
26-05/20 AGAR – Annual Accounting Statement	- The Annual Accounting Statement was considered - It was proposed to approve the Annual Accounting Statement and this was carried unanimously - It was noted that the authority fell outside of the qualifying criteria to declare itself exempt for a limited assurance review
26-05/21 AGAR – Exercise of Public Rights	It was proposed to set the period for the exercise of Public Rights as 16th June 2026 – 27th July 2026 with the notice to be given on 15th June 2026 this was carried unanimously
26-05/17 Items for Future Agendas	- Bins - Sunnyside EPC - Remembrance Bench Plaque - Wifi – Parish Rooms - Bus Shelter - Grant Application for CommChat - Delegation of Risk Management Policy - Schedule of Meeting Venue
20-05/18 Date of Next Meeting	The next ordinary meeting of the council back and was agreed for 8 th June 2026 – 7pm in the Parish Rooms.

Signed: Chairperson_____ Date:_____

Signed: Clerk_____ Date:_____