

PENNINGTON PARISH COUNCIL

Ordinary Meeting of the Parish Council

Monday 13th July 2026

7pm

Parish Rooms

Minutes

Attendees

Cllr Helen Slater (Chair), Cllr Harold Stretch, Cllr Yvonne Athersmith, Cllr Ross Corbett, Lynn Bell (Clerk)

26-09/01 Apologies

Apologies were received and accepted from Cllr Kim Squires, Cllr Nicola Brockbank, Cllr Esther Corbett

Apologies were note from Cllr Ben Cooper, Cllr Matt Brereton

26-09/02 Declarations of Councillor Interests

There were no declarations of any personal, prejudicial or pecuniary interests relating to business to be conducted in the meeting.

26-09/03 Exclusion of Press and Public (Public Bodies to Meetings Act 1960)

There were no items of business identified that would require exclusion of the press and public.

26-09/04 Vacancies

There were no vacancies noted with full council membership on the Swarthmoor and Pennington wards being observed.

26-09/05 Previous Minutes and Matters Arising

The minutes of the meeting held on 13 July 2026 that had been previously circulated were approved and duly signed as a true and accurate reflection of the resolutions made with no matters arising.

It was noted that agenda item number 6 had been mis-numbered and therefore skipping to item number 7

26-09/07 Public Participation

There were no members of the public in attendance and no correspondence received by the clerk prior to the meeting was noted.

Council were informed that a member of the public had requested that the bin at bus shelter at Swarthmoor be moved to the opposite side of the entrance to Crosslands Close.

26-09/08 District Councillor/ Elected Member Reports

Email update received from Cllr Cooper regarding 20mph zones, Swarthmoor bus shelter/ possible funding applications, Trinkeld Park renovations.

26-09/09 Swarthmoor/ High Carley

Council were informed of the meeting with Proludic at Swarthmoor playground on 23 September 2026 at 3pm.

Council were informed that authorisation had been received to proceed with Ace Shelters to replace the bus shelter at Swarthmoor.

26-09/10 Pennington/ Loppergarth

Council were informed of the application to CGP for the grant for the memorial cross. The form was duly signed by the clerk.

26-09/11 Sunnyside/ Parish Rooms

Council were informed that EICR is still be arranged for Sunnyside and the Parish Rooms.

Council were informed that the quote for the roof is still awaited.

Council were informed that a maintenance plan for Sunnyside/ Parish Rooms works is still to be considered and put in place.

Council were informed that woodworm investigation at the Parish Rooms is still being looked into.

Council considered the prospect of the potential sale of the property due to the increasing financial liability.

Consideration should be given to council's responsibility to the tenant, restrictive covenants and restrictions on disposing of the property.

26-09/12 Planning Matters

There was no planning applications received for comment/ consideration.

There were no decisions on recent planning applications noted.

26-09/13 Financial Matters

Bank Statement Balance at 30 June 2026	£49,152.89
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To resolve to note the following payments from Bank Statements

1 & 1 Ionos	£10.80
CommChat	£300.00
ICO	£47.00
HMRC – PAYE	£270.52
Salary/ WFH	Exempt through GDPR
Service Charge	£7.00
Playground Repairs	£300.00
1 & 1 Ionos	£10.80
Salary/ WFH	Exempt through GDPR
Service Charge	£7.00
Total	<u>£2,135.98</u>

To resolve to note the following receipts from Bank Statements

Room Hire	£40.00
Sunnyside Rent	£470.00
Sunnyside Rent	£470.00
Total	<u>£980.00</u>

Balance at 31 August 2026	£47,996.91
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Reserves	
Buildings Maintenance	£19,732.59
Bus Shelters Maintenance	£2,013.73
Election Fees	£3,750.00
Playground Maintenance	£3,971.00
Car Parks	£800.00
Footpaths	£500.00
Allotments	£1,547.88
CLP	£500.00
Grants	£500.00
General Reserves	£8,500.00
General Spends	£6,181.71
Total	£47,996.91

Payments approved by the clerk through delegated powers to spend

Funds to be used from the Bus Shelter Reserves for repairs to

Cross-a-Moor Shelter and removal of graffiti	£55.00
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Second removal of graffiti	£15.00
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Funds to be used from grounds maintenance for removal of overhanging branches	£50.00
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To resolve to consider/approve the following payments

Salary Back Date as per the National Salary Award

(backdated to 1 April 2026 – with any additional agreements on increment rises set to be effective from April 2027)

£334.18

26-09/14 Grant Applications

There was no grant applications received for consideration.

26-09/15 Website Compliance Update

Council were updated on the progress of the new website and it was resolved to go live with the site.

26-09/16 Defib

Council resolved that the email to Friends of Pennington be sent with regards funding for the defib unit.

26-09/17 Risk Management Policy and Delegation

Council were informed that the delegation of risk management is still to be considered and put in place.

26-09/18 Notice Boards

Council were informed that prices for noticeboards are still being gathered.

26-09/19 Civility and Respect

Council considered signing up to the Civility and Respect Pledge with no resolutions made and will be re-visited at a later date.

26-09/20 Items for Future Agendas

No items were raised for consideration for future agendas.

26-09/21 Date of the Next Meeting

The next meeting was noted for 12 October 2026 at Parish Rooms.

ACTIONS ARISING FROM THE MEETING

- Clerk to contact the relevant people regarding moving the bin at Swarthmoor bus shelter.
- Clerk to arrange EICR for Sunnyside and Parish Rooms.
- Clerk to contact Woodworm companies.
- Clerk to arrange to order Title Documents and relevant Deeds relating to Sunnyside and the Parish Rooms.
- Cllr Kim Squires to arrange the website to go live and follow up session with Active Council/ WJPS.
- Clerk to email Friends of Pennington with regards funding for defib unit.
- Clerk to produce a list for risk management delegation.
- Clerk to gather costing information for notice boards.