

# Pendleton Parish Council

Clerk: Becky Moon

Email: clerk@pendletonparishcouncil.org.uk

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## Local Government Act 1972 Meeting of Pendleton Parish Council

The Meeting of the Parish Council held in person on Tuesday 22nd 2025 at 7:30pm at  
Pendleton Village Hall, Pendleton

R. Moon (Clerk & RFO)

### MINUTES

1. **Introduction**  
Chair to welcomed Councillors and members of the public, explaining the process for any public participation at Agenda point 4.
2. **Attendance and apologies for absence**  
The attendance of Chair Cllr Robert Whitwell, Cllr Nicola Burnop, Cllr Wilf Monk, Cllr Brian Marsden and Cllr Ruth Cowperthwaite was noted. Also in attendance was the Clerk
3. **Declarations of interest.**  
To receive declarations of pecuniary or personal interests in matters identified in the agenda.
4. **To consider and approve Annual Governance & Accountability Return (AGAR) or the year to 31 March 2025**
  1. To receive/note/approve by vote the following statements with regards to the end-of-year accounts for Pendleton Parish Council y/e 31st March 25.  
**RESOLVED – 04.01.01**
  2. Annual Governance and Accountability Return (AGAR) 2024-25 (Exempt Authority) needs Pendleton Parish Council to resolve to:
    - i) Certify Pendleton Parish Council as exempt from external audit for financial year 2024-25.

**RESOLVED – 04.02i.02**

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ii) Note the Annual Internal Audit Report for 2024-25 included as part of the AGAR 2024-25.

**RESOLVED – 04.02ii.03**

iii) Approve Section 1 - Annual Governance Statement 2024-25 for Pendleton Parish Council, AGAR 2024-25.

**RESOLVED – 04.02iii.04**

iv) Approve Section 2 - Accounting Statements 2024-25 for Pendleton Parish Council, AGAR 2024-25.

**RESOLVED – 04.02iv.05**

v) Approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

**RESOLVED – 04.02v.06**

3. The documents are available for public inspection on the website Clerk/ Responsible Finance Officer be authorised to complete Audit procedures

**RESOLVED – 04.03.07**

5. **Approve the auditor for accounts 2024-2025**

The Clerk informed Member that an auditor had been found.

**Ann Parsons to be employed to audit the accounts of Pendleton Parish Council 2025. RESOLVED – 05.01.08.**

6. **Public Participation (max 5 mins per person)**

No member of the public were present.

7. **Minutes of previous meeting.**

To resolve to confirm the accuracy of the Minutes of Pendleton Parish Council meeting held on Tuesday 6<sup>th</sup> May 2025 - to be signed off by the Chair.

**Agreed and signed. RESOLVED – 07.01.09**

8. **Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not required to be on this Agenda).**

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**9. Matters brought forward by Cllrs & Clerk as INFORMATION only**

No debate, resolutions or actions should arise from this item. If necessary, items should be deferred as agenda items for the next meeting.

Councillors were reminded that topics such as the bus stops would be included on the agenda 6<sup>th</sup> August 2025.

**Next meeting to take place Wednesday 6<sup>th</sup> August 2025 7.30pm  
at Pendleton Village Hall, Pendleton.**

**Agenda items and Reports for the meeting to be submitted to the Clerk – by  
midday Wednesday 31<sup>st</sup> July 2025.**

All our Agendas, and Minutes, together with further information about your Parish Council and its news can be found on our website at [www.pendletonparishcouncil.org.uk](http://www.pendletonparishcouncil.org.uk)