

**The Minutes of Pentney Parish Council Meeting held on 28 February 2024 at
7.00pm at The Village Hall, Pentney**

Present: Cllr R Littlehale (Chair) Cllr K Harvey Cllr L Rons
 Cllr M Parker Cllr P Wells

Also in Attendance: Sarah Bristow (Parish Clerk), Cty Cllr J Moriarty and 4 members of the public.

- 1. To consider acceptance of apologies for absence.**
It was resolved to accept the apologies of Cllr C Dallas and Cllr B Howlett.
- 2. To receive Declarations of Interest and requests for Dispensations by Councillors in any of the Agenda Items listed.**

None Received.

- 3. Adjournment of Meeting to allow for public questions. (15 mins max 5 mins per Speaker.)**

Flooding

A Parishioner asked if anything could be done about the flooding in the village. Cllr Littlehales advised that this was on the agenda and would be discussed under item 9.

4. Reports

4.1 County Councillor. Cllr Moriarty thanked the council for changing the day and hoped that he would be able to make but there was no guarantee. He advised that he had very little to report from the County Council so would undertake the Borough Council update.

Planning Cllr Moriarty advised that Michael Grove have advised that we have to move planning applications quicker. He is cutting out being allowed to have extension of time (EOT) this means that we have to pass this on. So, any application where we currently do not have all the correct documentation/details will be rejected and have to re-apply no going backwards and forwards to get all the information.

There will be hearings by the Planning Inspectorate in March and April regarding the Local Plan, with the call for sites re Gypsie and Traveller sites still ongoing and being consulted on.

Alex Fradley who was with the Planning Team dealing with Neighbourhood Plans is coming back after working with Central Government for a while.

Cllr Moriarty advised regarding Biodiversity net gain and how developers had to have a 10% uplift on all development if they cannot achieve on site then they can go elsewhere e.g. planting a wood in Scotland but the further away from the site

the more it will cost. Cllr Moriarty advised that he will be running a planning workshop later in the year.

Communication Cllr Moriarty advised that after meeting with Parish Council Chairs Cllr Terry Parrish Leader of the Council had introduced an email for Parish and Town Council in enquires@west-norfolk.gov.uk which will be then put through to the correct department/officer and they will come back to you so no trying to find who is responsible etc. There is also going to be a place on the website dedicated to Borough information for Parish and Town Councils. There is also going to be a document tool kit on how to deal with vexatious members of the public. The Borough Council are also bringing in Parish Council Forum with the Monitoring Officer. These will include how conduct of complaint hearings against Councillors are dealt with etc. It is also hoped to get some legal advice from the Borough Council, but this might be a paid for service.

4.2 Borough Councillor Cllr Devulapa had given her apologies and a report which will be added to the end of the minutes.

4.3 Neighbourhood Plan Working Party. Cllr Littlehales advised that the councillors were meeting and getting all the details together around the plan and comments made so that the consultant can undertake the necessary work on the policies. The Councillors agreed to have another working group meeting this coming Wednesday so continue on with the work. The Clerk advised that she had nearly finished numbering the plan.

4.4 Speed Awareness Report Including Memorandum of Understanding–Update. The co-ordinator had forwarded reports that had been downloaded from the Sam2 equipment. The speeding has gone down in the last month from 32.1 to 29.6 with the average vehicle undertake 25mph. Still 13% of all the vehicles is exceeding the speed limit. The maximum being 50 mph. The co-ordinator hoped that the drip feeding of the education was working. The co-ordinator asked if there was any news regarding the new Sam2 unit. **It was resolved for the Clerk to chase re the Parish Partnership Scheme.** Two more areas have been identified as areas to move the Sam2 to. These to be put on a map and given to Highway Engineer so they could be added to the Memorandum of Understanding one being opposite the playing field.

5. Minutes of Parish Council Meeting held on 9 January 2024

5.1 To consider and approve the minutes. **It was resolved to approve the minutes as a true and accurate record.**

6. To consider matters arising from the minutes of 9 January 2024

- a) Council to consider any matters arising from the minutes that are not on the agenda. All items on the agenda
- b) Council to review action points from the last meeting.

Cllr Dallas

- Check De-Fib and report on circuit and advise the Clerk of any purchasing needed. *This had been achieved with no cost to the council.*

All Councillors

- Check the planning application and report to the Clerk if what to recommend approval. *Cllr Rons reported that this had been achieved and the comments sent from the Clerk to the Borough Council.*

Clerk

- Set date for Zoom meeting re Neighbourhood Plan with Consultant. *This was achieved.*
- Chase portacabin removal *This should be achieved first week in March.*
- Playground Tenders *These have been achieved and sent round.*
- Arrange the Electricity for the playing field site for full electricity use. *This is still on-going.*
- Obtain 365 business. *The Clerk advised that there has been a price increase from Microsoft, and she is waiting to see what package is appropriate.*
- Make Biodiversity Policy Pentney's. *The Clerk advised that she had achieved.*
- Get wording for Falls Group to go in newsletter. *The Clerk advised that the lady who was undertaking has not been able to achieve but would soon.*
- Get Water/Drainage maps. *The Clerk advised that she had sent one round. The Councillors do not remember seeing the Clerk to re-send.*
- Draft Letter to Barclays re address for statement *The Clerk reported that this had been achieved as she found the signed copy of the previous letter that they had not responded to but have now.*
- Draft Letter re The Glebe Land/Allotments. *The Clerk has drafted and would send with the allotment tenancies that are currently in place. **It was also resolved for the Clerk to get the invoices out and up to date.***
- Get in Precept Figure. *This has been achieved and acknowledged.*
- Obtain quote for fencing. *This has been achieved in a quote.*
- Making Planning Comments to the Borough Council. *This has been achieved.*

7. Finance

- a) Monthly Accounts for Payment. (please see attached payment sheet)
It was resolved for the payments to be made.
- b) Money received – The Clerk reported that £3204.00 has been received from the County Council re the Sams2. The Clerk advised that she had not heard from the Recycling Credit, and she had gone back a number of years. **It was resolved for the Clerk to chase.** Cllr Rons to check out the Clothing bank as this is the last payment going into Barclays.
- c) Bank Rec January 2024. The Clerk handed round a copy of the bank statements, bank reconciliation reports. The Clerk agreed to send round at the end of February the year-to-date budget report.

8. Village Matters

- a) Council to receive update on any River Swan issues.
Cllr Parker advised that he had not been to check recently. Cllr Littlehailes advised that she had walked in, and it was running fine.
- b) Wi-Fi for the Village Hall
The Clerk advised that without a postal address for the Village Hall on the Royal Mail system she is unable to get quotes as she can only get report internet e.g. from 3. Cllr Moriarty advised that this might be down to the Borough Council, and he would ask them tomorrow.
- c) Noticeboard
Cllr Rons advised that she had measured up and an 8 x A4 (£317+ VAT) would fit on the existing posts but felt that a 15 x A4 (£415 + VAT) would be more appropriate due to the number of forms/minutes/agendas to display.
It was resolved for Cllr Parker to check if the 15 x A4 could be fixed to the current poles by a bracket/backboard and to get back to the Clerk so she can order.

9. Flooding

Cllr Littlehailes advised that compared to a lot of places we have very little. The flooding is mainly down to people filling in the dykes. There are no drains in the Low Road area which needs looking into and perhaps a blocked culvert these would be looked out later in the year. The Clerk advised that there was a new leaflet regarding riparian rights which she agreed to share. Cllr Rons advised that it would be good to get the leaflet out to the village possibly within the post or in the magazine.

10. Planning Applications and Determinations:

Applications:

24/00074/LDP Lawful Development Certificate Application for 12 months occupancy on 48 Pentney Lakes, Common Road, Pentney. **It was resolved to recommend refusal on the grounds that it was put through planning originally for holiday homes of 11-month occupancy and there has not been an impact assessment of how the area would be affected with having all year-round accommodation. It was also resolved for the Clerk to report to enforcement as the work has already started to be undertaken.**

23/01735/NMA-1 Application for NON-MATERIAL AMENDMENT TO PLANNING PERMISSION 23/01735/F: Variation of condition number 2 attached to planning permission 21/01428/F: Detached 4-bed 2 storey dwelling. Land S of 1 To 18 W of Foxes Lair Narborough Road Pentney. **It was resolved to recommend approval.**

Determinations:

- 23/01978/F VARIATION OF CONDITION 1 OF PLANNING CONSENT 22/00322/F; Construction of a two-storey log cabin at 52 Pentney Lakes Common Road Pentney **Refused**
- 23/002296/F Application for VARIATION OF CONDITION 2 AND 3 OF PLANNING CONSENT 21/00100/F; Proposal for single storey extensions to include dressing room, kitchen extension and en-suite extension in addition to replacing existing container storage area with purpose built 4 bay garage/boat shed with storage area above at 8 Abbey Lakes Close Pentney Refused

11. Planning Application re Pentney Lakes/Woods

The Borough Council are still waiting for the environment report. All the trees now have TPO's on them and the area registered as a Local Community Asset. Cllr Moriarty advised that this would go to the Planning Committee and not by Officers so the Parish Council could make representation if they wished. This is likely to be in April.

12. Governance:

12.1 Training

The Clerk advised that there was a free biodiversity training in April. **It was resolved for the Clerk to send round the details.**

13 To receive an update on playing field equipment.

a) Playground Quotes

The Clerk advised that it would be best to have a working group meeting going down and looking at each in detail. They were all given the same brief. **It was resolved to have a working group meeting on Saturday 9 March at 11.00am in the Hall. Cllr Wells to check the availability of the hall.**

14. Correspondence

All had been circulated.

15. Items for Next Agenda.

Grasscutting areas/Contract. The Clerk advised that she had asked regarding a quote. The Clerk also advised that CGM would be sending a cheque for the overcharged cut.

Church

16 The date of the next Parish Council meeting.

27 March 2024 at 7.00pm

With no further business, the meeting was closed at 8:25pm.

Action List

Cllr Rons

- Check out Clothing Bank.

Cllr Parker

- Check out if a 15 x A4 noticeboard will fit on existing poles.

Cllr Wells

- Check out if Village Hall was free on the ninth for the Playground Working Group Meeting

Clerk

- Chase portacabin removal
- Arrange the Electricity for the playing field site for full electricity use.
- Obtain 365 business.
- Get wording for Falls Group to go in newsletter.
- Chase Parish Partnership Scheme re Sams2
- Get up to date re Allotment Invoices
- Get letter re Glebe Lane to the Dioceses with documentation.
- Chase up recycling credits
- Order Noticeboard
- Send round Riparian Rights Leaflet.
- Send round details of the Biodiversity Training
- Chase Grasscutting quotes
- Making Planning Comments to the Borough Council.

Pentney Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
49	Payroll Service	28/02/2024		Unity		Payroll Services	James Johnson & Co	S	126.00	25.20	151.20
50	4000 - Staff Wages	28/02/2024		Unity		Clerks Salary	Sarah Bristow	E	5,276.29		5,276.29
51	6000 Neighbourhood	28/02/2024		Unity		Neighbourhood Plan	Linda Rons	X	72.15		72.15
52	1025 Subscriptions	28/02/2024		Unity		SLCC SUBS	SLCC	X	112.00		112.00
53	4010 PAYE	28/02/2024		Unity		PAYE	HMRC	X	2,652.93		2,652.93
Total									8,239.37	25.20	8,264.57

I will not be able to attend the meeting tomorrow. Please let me know if there is anything you need to me to look into at the borough council, either before or after tomorrow's meeting.

By way of report, please consider the following:

I hope the pc will consider publicising the Energy Efficiency Officer's efforts to publicise the various grants available to residents to insulate their homes and stay warm.

The officer's name is Jacob Medlock and several public engagement events are planned across the borough in this regard in the coming months.

With 60% of homes estimated to be under-insulated in the borough, this is a relatively painless way to access help for those who meet the criteria.

The council is keen to improve our dry recycling and food waste recycling efforts, so any help from the pc that may throw light on what we can do to help improve rates would be greatly appreciated.

Kind Regards

Pallavi

Dr / Cllr Pallavi Devulapalli