

**The Minutes of Pentney Parish Council Meeting held on 9 January 2024 at
7.00pm at The Village Hall, Pentney**

Present: Cllr R Littlehale (Chair) Cllr K Harvey Cllr L Rons
Cllr C Dallas Cllr B Howlett

Also in Attendance: Sarah Bristow (Parish Clerk) and 2 members of the public.

- 1. To consider acceptance of apologies for absence.**
It was resolved to accept the apologies of Cllr M Parker and Cllr P Wells.
- 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.)**

Speeding

A Parishioner advised that there was a near accident where a tractor was speeding in the village which meant that a small van had to mount the verge to avoid a collision. Cllr Rons advised about a meeting with the Highway Engineer. (Please see matters arising). The Clerk advised that volunteers are still required for the Speedwatch Team so they can get up and running.

4. Reports

4.1 County Councillor. Cllr Moriarty had sent his apologies and sent a report which will be attached to these minutes. Cllr Rons asked if the Council should look to change their meeting night so that Cllr Moriarty was able to attend. The Clerk advised that she had asked Cllr Moriarty if there was a better day of the week for him. The Clerk is to advise of his answer when received.

4.2 Borough Councillor Cllr Devulapa had given her apologies.

4.3 Neighbourhood Plan Working Party. The Clerk advised the Consultant had advised that she was unsure how many days work action three might take until she had completed session one and two, but she would advise before she continued. She would like to start at the end of February with session one and then would come and talk with the Parish Council and undertake a sight visit to get an understanding of what would be involved in session three. She would like a zoom/team meeting prior to session one and was available certain time next week. **It was resolved for the Clerk to go back and offer next Tuesday at 7,00pm via Zoom to which the Clerk would set up.**

4.4 Speed Awareness Report Including Memorandum of Understanding–Update. The co-ordinator was unable to be with us this evening but had sent through the latest report. The volume of traffic has gone up to 8523 vehicles compared to last month which was 6204 but prior to that it had been 10277. Of the 8523 vehicles 22% was speeding but the average speed still worked out at

25 mph so slightly down from last month's 26 mph. The Highway Engineer has advised that he would sort The Memorandum of Understanding for the Council this will include the Highway Engineer making the change to put in the new pole on Pentney Lane which had been agreed on his visit today.

5. Minutes of Parish Council Meeting held on 14 November 2023

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 14 November 2023

a) Council to consider any matters arising from the minutes that are not on the agenda.

Visit from Highway Engineer

- Agreed to allow a new pole on Pentney Lane and would change the Memorandum of Understanding and send through.
- Repair the pothole on Folgate/Narborough Road junction which has been completed after the meeting.
- Send map of the drainage. This had also been achieved this afternoon and Cllr Rons gave a copy to Cllr Littlehailes who advised that the water seemed to be flowing in a different direction that previously advised.
- He had agreed to sort the sidings and grips to help with drainage etc.
- He was unable to do anything regarding the Bollard as it had to be a meter away from the wall but then would obstruct the Highway.

Barclays Account

The Clerk advised that to change the address it would take a letter signed by two signatories to write in and ask for the change. **It was resolved for the Clerk to draft a letter and Cllr Harvey and Cllr Howlett to sign and post.**

Allotments

The Clerk advised that the diocese have agreed to take back the allotments, but the council have been asking to undertake for the last forty years and had decided against. They want to know when any agreement is due for renewal and details of the tenants. **It was resolved for the Clerk to undertake the letter asking the diocese to take these back with the necessary details that had been placed in an email.**

b) Council to review action points from the last meeting.

Action List

Cllr Rons

- Approve the CGM Invoice for Payment – *Agreed but still cannot justify all the invoices as per the contract.*
- Set up meeting with NCC Highway Engineer Undertaken *today.*
- Find out details of the Clothing Bank and get to the Clerk. *This had been sent to the Clerk, the Clerk advised that she had emailed but no response received.*

Clerk

- Obtain copy of Memorandum of use re Sam2 *This has been agreed today.*
- Work on grant re Neighbourhood Plan with Consultant. Find out when can be achieved and resend quote to Councillors. *Achieved*
- Chase portacabin removal. *The Clerk had chased, but no answer had been received.*
- Playground Tenders. *Two quotes had been received but were different even though asked for the same equipment. The Clerk had agreed to meet with four more companies. The Clerk advised that the adult gym should not have been placed where it is and now would need a fence to section off from the playground. **It was resolved for the Clerk to obtain a quote for the fencing.***
- Chase allotment payments outstanding. *These need checking before being handed back to the diocese.*
- Put in bid for Parish Partnership Scheme re Sam2 *This had been achieved.*
- Arrange the Electricity for the playing field site for full electricity use. *The Clerk had asked if she had to start again, and they were seeing if they could resurrect before starting again.*
- Obtain 365 business. *This had not been achieved but would be shortly no deal had been available.*
- Check out bylaw re dogs on the playing field. *This was covered by a blanket open space order from the Borough Council which covered fenced enclosed playgrounds which did not allow dogs, Cllr Rons advised she had also checked the original document and it was to be used for playground/recreation use.*
- Send CGM Invoice to Cllr Rons *This was achieved.*
- Re Send November 23 Bank Rec *There were no transactions for November for Unity.*
- Re Send Biodiversity Policy and Action Plan *This had been achieved.*
- Get wording for Falls Group to go in newsletter. *The Clerk had achieved and asked but nothing currently had been received.*
- Get back to the Borough Council advising expressions of interest in Cycle Racks at the Gym, Village Hall and Pentney Lakes. *Achieved.*
- Chase Sams2 Payment. *This had been chased and payment was due this week.*
- Get a quote for Broadband. *The Clerk advised that she had received two quotes but could not get proper quotes because the village hall was not listed with Royal Mail and asked if the Village Hall would mind ringing up and getting the address on the database.*
- Get Councillor Advert to Councillors *This had been achieved.*
- Making Planning Comments to the Borough Council. *This had been achieved.*

7. Finance

- a) Monthly Accounts for Payment. (please see attached payment sheet)
It was resolved for the payments to be made. Cllr Dallas advised that two of the three defibrillators is currently out of action, one due to the cabinet

and the ingress of water and the other due to needing a new battery and pads. **It was resolved for Cllr Dallas to try and make one good machine from the two and report on the circuit and to inform the Clerk of pads/battery that needs to be ordered.**

- b) Money received – Council to note any money received. The Clerk advised that no payments have been received but she was waiting for the money for the SAMs2 and for the paper bank but did not know if this would be backdated as it had not been claimed since December 2020 and they usually only go back for one year. The Clerk had sent in the total claim of nearly 5 tonnes. The Clerk advised that the Churchyard interest etc needed to be reviewed regarding if needed and in what time frame.
- c) Bank Rec December 2023. Council to approve the bank reconciliation for December 2023 which the Clerk had handed around earlier.

8. Budget Setting

a) Council to look at budget for 24-25 Financial Year.

The Clerk had previously circulated at the last meeting. These had been looked at by the Councillor and had been agreed to be a fair Budget for 24-25.

b) Council to Set Precept

After discussion it was resolved to set the Precept for 24-25 at £25,000. Which amounts to £107.99 for a band D property.

9. Village Matters

- a) Council to receive update on any River Swan issues.
Cllr Littlehale advised that this had been checked by the Highway Engineer today as a Parishioner had advised that it was currently not flowing properly due to trees in the river.
- b) Weeds in the gutters
This is down to the Borough Council, and we are waiting for them to come and complete the other areas they had not previously covered.
- c) Wi-Fi for the Village Hall
Cllr Wells had spoken to the Chair of the Village Hall, and it was on the agenda for their meeting this week. Please see action points.

10. Biodiversity

- a) Policy. The Clerk had previously sent round with the agenda. **It was resolved to adopt this policy and for the Clerk to make sure that it makes a Pentney Policy with review date.**
- b) Action Plan. **It was resolved for this to be placed on the agenda in the spring.**

11. Planning Applications and Determinations:

Applications:

- 23/02289/F Application for 2 x showers, 1 x changing room and 3 x toilets to facilitate camping site at Pentney Abbey, Abbey Road, Pentney.
It was resolved to recommend refusal on the grounds on not in keeping with the material to be used, there was also concerns regarding drainage and foul water.

23/02296/F 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. **It was resolved to recommend the refusal as over development of the site. The Councillors to check the site as only just been received and no comments currently received from Parishioners. The Councillor to get back to the Clerk if there is a change in comments. After looking at the application the Councillors felt that there was no material consideration to object to.**

Determinations:

23/01794/F VARIATION OF CONDITION 12 OF PLANNING PERMISSION 17/00032/O: Outline, 3 dwellings and to upgrade North access directly onto A47 to use as permanent site entrance at Oakland Cottages Pentney Lane Pentney **Granted**

23/01888/F Retrospective application to regularise access, parking and turning area The Limes Pentney Lane Pentney. **Granted.**

12. Planning Application re Pentney Lakes/Woods

The Borough Council are still waiting for the environment report.

13. Governance:

13.1 Training

The Clerk advised that there was lots of training course and were all available on the Norfolk ALC website.

14 To receive an update on playing field equipment.

a) Playground Quotes

The Clerk advised that she had received two currently but had agreed to meeting with a further four companies.

15. Correspondence

None received that needed to be voted on.

16. Items for Next Agenda.

Glebe Land

Grasscutting areas/Contract

Flooding – A Water/NCC Definitive Map

17 The date of the next Parish Council meeting is to be set.

With no further business, the meeting was closed at 9:18pm.

Action List

Cllr Dallas

- Check De-Fib and report on circuit and advise the Clerk of any purchasing needed.

All Councillors

- Check the planning application and report to the Clerk if what to recommend approval.

Clerk

- Set date for Zoom meeting re Neighbourhood Plan with Consultant.
- Chase portacabin removal
- Playground Tenders
- Arrange the Electricity for the playing field site for full electricity use.
- Obtain 365 business.
- Make Biodiversity Policy Pentney's.
- Get wording for Falls Group to go in newsletter.
- Get Water/Drainage maps.
- Draft Letter to Barclays re address for statement
- Draft Letter re The Glebe Land/Allotments.
- Get in Precept Figure.
- Obtain quote for fencing.
- 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
44	1025	Subscriptions	09/01/2024	Unity		Accounts Package	Scribe Accounts	S	144.00	28.80	172.80
45	1035	Room Hire	09/01/2024	Unity		Room Hire	Pentney Parish Rooms	X	70.00		70.00
Total									214.00	28.80	242.80

24/7 free travel to all disabled bus pass holders in Norfolk

From 1 February 2024 all Norfolk residents who hold a disabled concessionary travel pass will be eligible for free bus travel 24 hours a day, seven days a week when travelling within the county.

The decision means that more than 14,500 people across the county who hold a concessionary bus pass due to disability, and their eligible companions, will now be able to travel on any bus at any time free of charge across Norfolk.

Previously concessionary pass holders with a disability were only able to travel for free on buses off-peak (all day on Saturdays and Sundays but only from 09:30 Monday to Friday) except for those registered blind or visually impaired.

Offering free travel at all times is over and above the minimum requirement set by government, and is something that a local authority can choose to do but doesn't have to do. The change was recommended following an updated equality impact assessment of the scheme which concluded that it is now unfair to offer a discretionary enhancement to just one group of disabled people (i.e. those who are blind or visually impaired).

The cost of providing this enhancement is estimated at £50,000 which will be funded by the Council's ring-fenced public transport budget provided by the Department for Transport.

Changes to Norfolk County Council DIY Waste Disposal Policy at Recycling Centres

Changes to Norfolk County Council DIY Waste Disposal Policy at Recycling Centres

Norfolk County Council has had a policy on Construction and Demolition waste (DIY) since 2001. The arrangements have varied over the time from direct disposal at transfer stations and prices per vehicle, to free allocations and, since 2018, a fully chargeable service for all DIY waste. Prices vary between materials and are set to cover transport and processing costs of each material.

However, as a result of the government consultation between April and July 2022 looking at the costs of DIY waste disposal for householders, there has been a change in legislation. From 31 December 2023, the Controlled Waste (England and Wales) Regulations 2012 have been amended to allow householders the following free allowances.

Free Allowances

- Take a small amount of DIY waste to your local recycling centre free of charge, up to a maximum of 2 x 50 litre sacks (100 litres) or one single item per visit such as bathtub or shower door. There is a maximum size of 200cm x 75cm x 70cm for this item.
- Make four single visits with DIY waste per household, in any four-week period.

Pay As You Throw Service

After the free allowances, householders will be able to dispose of additional DIY waste, but at a charge using the "Pay As You Throw Service". Loads will be assessed into 100 litre equivalent amounts, and the price per 100 litres (2 x 50 litre bags) or single item is calculated according to waste type:

- Flat glass: £5
- Unsorted/non-recyclable DIY waste: £6, e.g. roofing felt, plastic guttering, insulation, baths, soil, turf and other mixed DIY waste
- Plasterboard: £12. A half-bag price of £6 (50 litres or equivalent) is available for small amounts of plasterboard. This material is difficult and expensive to dispose of correctly.
- Rubble: £3.50
- Timber: £3.50
- Tyres (car): £6 per tyre (max 5 tyres per household, per month). Accepted at some recycling centres

Other waste

NCC will continue to accept other types of waste from households for free, such as furniture, white goods, electrical items and garden waste and there remains no limit on the number of visits with this type of waste. There are no other changes to waste disposal or charging at the recycling centres.

Further information and Frequently Asked Questions can be found at www.norfolk.gov.uk/DIYwaste

Kind regards

Jim