

**The Minutes of Pentney Parish Council Meeting held on 27 March 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** **Cllr C Dallas**
 Cllr B Howlett

Also in Attendance: Sarah Bristow (Parish Clerk) and 4 members of the public.

- 1. To consider acceptance of apologies for absence.
Everyone present.**
- 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.)**

Playground Signs

A Parishioner advised that he had tried to clean up the signs on the playing field to remind people of dogs not being allowed as several have been seen on there lately. **It was resolved for the Clerk to purchase new signs for no dogs and no fly-tipping.**

Council Tax

A Parishioner asked they there is such an increase in the Council Tax. The Chair advised that the cost of living affects the Council as much as the householder. The Council have put in monies to finish the Neighbourhood Plan, grasscutting as gone up considerably and money to revamp the playground as several pieces of equipment have been removed due to not being safe.

4. Reports

4.1 County Councillor. Cllr Moriarty had given his apologies.

4.2 Borough Councillor Cllr Devulapa had given her apologies.

4.3 Neighbourhood Plan Working Party. The Clerk advised that the Council had meet and gone through all the comments made by the public and statutory bodies and looked at regarding the plan and sent their comments to the consultant to evaluate and address some points that the Council needed guidance on. The next step is for the consultant to meet with the Council and to have a site visit so she understands what is Pentney so she can rewrite the parts that have been asked to be changed.

**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 up in the last month to 33 with

the average vehicle undertake 33mph. 400 speeding vehicles are travelling one way through the sign a day currently. The co-ordinator has updated the Memorandum of understanding. **It was resolved for the Clerk to send off to the Highway Engineer for approval and then the three new positions can be used.** The Clerk advised that she had chased the Parish Partnership Funding but nothing has been agreed at NCC yet as they have not been advised of funding from the Road Safety Association yet.

5. Minutes of Parish Council Meeting held on 28 February 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 28 February 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 Rons

- Check out Clothing Bank. Cllr Rons advised that £74.00 had been received for the clothing bank and was now going into the Unity Bank Account.

Cllr Parker

- Check out if a 15 x A4 noticeboard will fit on existing poles. Cllr Parker had checked and the larger noticeboard on order.

Cllr Wells

- Check out if Village Hall was free on the ninth for the Playground Working Group Meeting Cllr Wells had checked and booked the hall.

Clerk

- Chase portacabin removal. Had tried but no answer to last call. Cllr Rons had received a quote from a company in King's Lynn. **It was resolved for the Clerk to place the order once waste certificate had been seen.**
- Arrange the Electricity for the playing field site for full electricity use. This is still on-going.
- Obtain 365 business. The Clerk had received a quote for Business by a local company for £10.50 per month. This was felt as too expensive and the Clerk to first check price direct with Microsoft and happy to use virus protection with the product no need to purchase additional. **It was resolved for the Clerk to undertake.**
- Get wording for Falls Group to go in newsletter. Lady is still unable to provide.
- Chase Parish Partnership Scheme re Sams2. The Clerk advised that she had checked and no decision has been made at County yet.
- Get up to date re Allotment Invoices. The Clerk is waiting for Cllr Wells to check re one, all the other invoices can be sent. **It was resolved for the Clerk to undertake.**

- Get letter re Glebe Lane to the Dioceses with documentation. This has been achieved and the Clerk has advised them that we would like them to take over from 1 April 2024.
- Chase up recycling credits. The Clerk has chased they came back to say that it might have been missed and they would look into. The Clerk believes this will be received now in the new financial year.
- Order Noticeboard. This is on order and when proforma paid then will be delivered.
- Send round Riparian Rights Leaflet. The Clerk is checking that she has the most up to date version and then will send.
- Send round details of the Biodiversity Training. The Clerk sent these details to all.
- Chase Grasscutting quotes. This is on the agenda.
- Making Planning Comments to the Borough Council. This has been achieved.

7. Finance

- Monthly Accounts for Payment. (please see attached payment sheet)
It was resolved for the payments to be made.
- Money received – some interest has been received into the Barclays accounts. Total monies including the Churchyard account are £51,991.72
- Bank Rec February 2024. The Clerk said that these had been sent round.
It was resolved for the Clerk to send round again.
- Grasscutting Contract. Cllr Rons went through the various quotes received.
It was resolved for the Clerk to go back to Nature Landscaping Ltd and ask for a schedule, and a copy of the contract before the Council agree to sign the contract.
- Appointment of Internal Auditor **It was resolved to appoint D Joy as the Internal Auditor for 23/24.**

8. Village Matters

- Council to receive update on any River Swan issues.
Cllr Parker advised that it was running fine.
- Church.
The cost of any repairs has not been received from the Church as yet.

9. Planning Applications and Determinations:

Applications:

None received

A temporary events notice has been received for the last weekend in August.
Cllr Dallas to ask the Club if it is them as the applicants name is not recognised.

Determinations:

23/01735/NMA-1 Application for NON-MATERIAL AMENDMENT TO
PLANNING PERMISSON 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 **Granted**

10. Planning Application re Pentney Lakes/Woods

The Borough Council are still waiting for the environment report.

11. Governance:

12.1 Training

No training required.

12 To receive an update on playing field equipment.

a) Playground Quotes

The Council had met and gone through the quotes received and had narrowed it down to two and the Clerk had gone and asked questions over trim trail and access to the accessible roundabout for one and an accessible roundabout and access to it for the other. **It was resolved for the Clerk to look at the funding options and their starting and closing dates.**

It was also resolved for the Clerk to go back to the adult gym provider and advise about the movement in the equipment and not providing the evidence that the Council asked for it to be placed incorrectly.

13. Correspondence

All had been circulated.

14. Items for Next Agenda.

It was resolved for the Clerk to email the Councillors when she had managed to complete the website.

15 The date of the next Parish Council meeting.

24 April 2024 at 7.00pm.

The Annual Parish Meeting will be held on Thursday 23 May at 6.00pm and the Annual Parish Council Meeting will be held on the same day starting at 7.00pm.

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

Action List

Cllr Wells

- Check out if Village Hall was free for APM/APCM on 23 May

Clerk

- Arrange the Electricity for the playing field site for full electricity use.
- Obtain 365 business.
- Order No Dogs/No Fly-Tipping Signs
- Get up to date re Allotment Invoices
- Send new updated Memorandum of Understanding re SAMS2 to Highway Engineer
- Place order for Portacabin Removal once Waste Certification received
- Re-Send Feb Bank Rec
- Go back to Nature Landscaping Ltd re Contact and Schedule
- Look into funding for the playground
- Go back to Adult Gym Provider re movement/fence
- Email all Councillors when Website up and running
- Making Planning Comments to the Borough Council.

Pentney Parish Council
PAYMENTS LIST

27 March 2024 (2023-2024)

			Cheque No	Description	Supplier				
54	Payroll Service	27/03/2024	Unity	Payroll Services	Norfolk Association of	S	16.00	3.20	19.20
55	1040 Office	27/03/2024	Unity	New Noticeboard	Office Furniture	S	415.00	83.00	498.00
56	4010 PAYE	27/03/2024	Unity	PAYE	HMRC	X	94.20		94.20
57	4000 - Staff Wages	27/03/2024	Unity	Clerks Salary	Sarah Bristow	X	376.40		376.40
Total							901.60	86.20	987.80

