

**The Minutes of Pentney Parish Council Meeting held on 26 June 2024 at
7.00pm at The Village Hall, Pentney**

Present: Cllr M Parker (Chair) Cllr K Harvey Cllr L Rons
Cllr C Dallas

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

- 1. To consider acceptance of apologies for absence.**
It was resolved to accept apologies from Cllr R Littlehale, Cllr P Wells & Cllr B Howlett.
- 2. To receive Declarations of Interest and requests for Dispensations by Councillors in any of the Agenda Items listed.**
Cllr Rons gave a personal Interest in the Planning Application.
- 3. Adjournment of Meeting to allow for public questions. (15 mins max 5 mins per Speaker.)**

N/Plan

A Parishioner asked for an update regarding the plan. The Clerk advised that the Councillors had met with the consultant who was now undertaking two days' work on updating a couple of policies that needed to be amended. The Councillors need to go through another set of consultations that were received online and then that document would be complete. The Parishioner asked if there was any further consultation, the Clerk advised that the next step for the Parishioners would be in the referendum.

Speeding

A Parishioner asked what was being achieved regarding getting speedwatch in the village as the speeding was bad and only a matter of time before someone get hurts. The Clerk advised that it takes six to make up a team and the neighbouring villages do not have anyone willing, and we are now down to one. The Parishioner said that she would try and rally up more support to make up a team. Cllr Moriarty advised that he would speak with the Police Liaison person regarding if anything else can be achieved and if the data from the SAMs could be used to provide more assistance from the Police.

4. Reports

- 4.1 County Councillor.** Cllr Moriarty advised that there was nothing to report as the Council were in the pre-election period.
- 4.2 Borough Councillor** Cllr Moriarty advised that the only thing to report was that the Local Plan was likely to be adopted in the Spring next year so that might have a bearing on the Parishes emerging plan.

4.3 Neighbourhood Plan Working Party. Please see public time.

4.4 Speed Awareness Report Including Memorandum of Understanding–Update.

No update has been received.

5. Minutes of Annual Parish Council Meeting held on 23 May 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 23 May 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 with Pentney Lakes Cafe re bike rack. - **Completed**

Cllr Littlehales

- Send Playground brief to the Clerk. - **Completed**

Cllr Rons

- Check out CCLA. Cllr Rons advised that she could not find any information on their website and did not know which account to go for. **It was resolved for the Clerk to check and send round some information.**

Clerk

- Arrange the Electricity for the playing field site for full electricity use. The Clerk advised that she was just waiting as she believes they are up to the stage where the Council would have to pay for a feasibility study.
- Chase Scribe re Cllr Rons read only access. **It was resolved for the Clerk to check this out.**
- Amend VAT figure in 23-24 accounts - **Completed.**
- Obtain sort word copy of Section 14 n/plan survey- **Completed.**
- Advise Consultant re two days' work approved. - **Completed**
- Chase No Dogs/No Fly-Tipping Signs. The Clerk advised that this has not long been paid. **It was resolved for the Clerk to chase.**
- Chase re Parish Partnership Scheme and New SAM2. The Clerk advised that she had not received a response from chasing and believes that the lady in question may have retired. **It was resolved for the Clerk to try someone else.**
- Draw Up Action Log Report. The Clerk asked how long she needed to go back to. **It was resolved for the Clerk to go back to the start of the year.**
- Check re Security and Passwords re Broadband for the Village Hall. The Clerk advised that it would be down to the hall to put on the parental guidance on the router.
- Sign Bike Rack contract and obtain three quotes. The Clerk read out the quotes. **It was resolved for the Clerk to obtain a cost for instillation.**

- Chase Allotment Payments. The Clerk advised that there was just one outstanding and she would chase. **It was resolved for the Clerk to chase payment.**
- Advise Church Warden re payment - **Completed.**
- Check with RoSPA re gym equipment/Fence/move. **Completed**
- Start funding for Playground. The Clerk advised that there were several that she needed to go to and would start undertaking.
- Making Planning Comments to the Borough Council. **Completed**

7. **Minutes of Annual Parish Council Meeting held on 19 June 2024**

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

8 **To consider matters arising from the minutes of 19 June 2024**

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

9. **Finance**

- a) Monthly Accounts for Payment. (please see attached payment sheet)
It was resolved for the payments to be made.
- b) Money received – some Allotment Monies have been received. **It was resolved for the Clerk to chase the outstanding amount.**
- c) Bank Rec April/May 2024. The Clerk said that these had been sent round. The Councillors present advised that they had not received. **It was resolved for the Clerk to resend and to put on the next agenda.**

10 **End of Year Accounts**

- a) To receive the Internal Auditor Report. This had been sent round to the Councillors prior to the meeting. There was only one point raised regarding up to date Standing Orders and Financial Regulations. These had been reviewed but had not been amended on the website document. The Clerk advised that she had already updated.
- b) To vote on the Annual Governance Statement. The Chair went through the statements one by one. **It was resolved to tick all boxes as yes apart from the trustees which is not applicable.**
- c) To approve the Accounting Statement for 2023/24. The Council had been advised of the final figures for the year end at a previous meeting. **It was resolved for the accounting statement to be approved for 2023/24.**

11. **Village Matters**

- a) Council to receive update on any River Swan issues.
The Chair advised that he had not be able to check recently.

12. **Planning Applications and Determinations:**

Applications:

24/01052/F Application for REMOVAL OF CONDITION 12 OF PLANNING CONSENT 17/00032/O: Outline planning application: 3 dwellings and to upgrade North access directly onto A47 to use

as permanent site entrance. at Oakland Cottages, Pentney Lane Pentney. **It was resolved to recommend approval.**

Determinations:

24/00561/F Application for Proposed single storey 1-bed annex ancillary to the main dwelling at Cedar Wood Lodge Back Road Pentney - **Refused.**

24/00594/F Application for New Garage with Log Store, Summer House and decking area to a park Home 54 Pentney Lakes Common Road Pentney. **Granted**

13. Planning Application re Pentney Lakes/Woods

Reports of Videos of Otters present. The Councillors asked that the evidence be given to the Borough Council.

14. Governance:

14.1 Training

No training required.

15 To receive an update on playing field equipment.

a) Playground Quotes

The Clerk has just received the report from Cllr Littlehales that she used previously for grants. The Clerk to apply for CIL Funding from the Borough Council, Awards for All and Recycling Credit. It is hoped that decision is made, and the new playground is up and running by the October School Holidays.

16. Correspondence

All had been circulated.

17. Items for Next Agenda.

CCLA Details

Talk from RLS Computers

Bike Rack Installation Costs

Village Hall Broadband.

18 The date of the next Parish Council meeting.

The Parish Meeting will be held on Thursday 31 July 2024 at 7.00pm at the Village Hall.

With no further business, the meeting was closed at 8:05pm.

Action List

Clerk

- Continue to Arrange the Electricity for the playing field site for full electricity use.
- Chase No Dogs/No Fly-Tipping Signs
- Chase re Parish Partnership Scheme and New SAM2.
- Draw Up Action Log Report
- Chase up Scribe access for Cllr Rons
- Find out instillation cost for bike racks.
- Chase Allotment Payments
- Start funding for Playground.
- Resend April to May Bank Reconciliation.
- Making Planning Comments to the Borough Council.

Pentney Parish Council

PAYMENTS LIST

			Cheque No	Description	Supplier			
18	4010 PAYE	26/06/2024	Unity	PAYE	HMRC	X	94.00	94.00
19	4000 - Staff Wages	26/06/2024	Unity	Clerks Salary	Sarah Bristow	X	376.60	376.60
20	1070 Bank Charges	30/06/2024	Unity	Bank Commission	Unity Bank	X	18.00	18.00
21	1200 Staff Expenses	26/06/2024	Unity	Payroll Services	Norfolk Association of	S	96.00	19.20
22	1105	26/06/2024	Unity	Grass Cutting	Nurture Landscaping	S	180.00	36.00
22	1100	26/06/2024	Unity	Grass Cutting	Nurture Landscaping	S	144.00	28.80
22	1110 Grasscutting Verges	26/06/2024	Unity	Grass Cutting	Nurture Landscaping	S	72.00	14.40
23	1035 Room Hire	26/06/2024	Unity	Room Hire	Pentney Parish Rooms	Z	190.00	190.00
24	1100	26/06/2024	Unity	Grass Cutting	Nurture Landscaping	S	144.00	28.80
24	1105	26/06/2024	Unity	Grass Cutting	Nurture Landscaping	S	180.00	36.00
24	1110 Grasscutting Verges	26/06/2024	Unity	Grass Cutting	Nurture Landscaping	S	112.00	22.40
25	1020 Audit Fees	26/06/2024	Unity	Internal Audit	Joanne Raby	X	100.00	100.00
26	1090 Noticeboards	26/06/2024	Unity	Noticeboard	Tufts Building Materials	S	17.81	3.56
27	1215 Grants	26/06/2024	Unity	Grant	Pentney PCC	X	1,000.00	1,000.00
Total							2,724.41	189.16
								2,913.57

