

**The Minutes of Pentney Parish Council Meeting held on 30 October 2024 at
7.00pm at The Village Hall, Pentney**

Present: Cllr R Littlehale (Chair) Cllr M Parker Cllr K Harvey
Cllr L Rons Cllr B Howlett

Also in Attendance: Sarah Bristow (Parish Clerk Cllr Moriarty and 11 members of the public.

- 1. To consider acceptance of apologies for absence.**
It was resolved to accept apologies from Cllr P Wells and Cllr C Dallas.
- 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

A Parishioner asked what the time frame was for the playground revamp. The Clerk advised that the majority of the money was in place. The last piece of funding is Awards for All grant which has a maximum time of 16 weeks. The Clerk has checked with the contractor, and he has six weeks lead time so hopefully the early part of next year.

Planning

A Parishioner advised that planning permission for Pentney Woods development would be heard by the Borough Council on Monday and was anyone from the Parish Council going to attend and speak. Cllr Littlehales advised that she had written to the other Parish Councils involved and offered support and they had agreed to speak at the meeting.

Kissing Gate

A Parishioner advised that the top of the Kissing Gate was dangerous. The Clerk advised that it had been reported to Norfolk County Councils Footpath Officer who had advised that it was down to the landowner. Cllr Howlett advised that he would look to replace. Cllr Littlehales advised that a previous Councillor had managed to get one repaired and he may be in a position to repair this one. Cllr Howlett advised that he would ask the question.

4. Reports

- 4.1 County Councillor.** Cllr Moriarty had sent a report (Please see attached). Cllr Moriarty advised that the Planning Application is due to go to the Planning Committee on Monday and he will speak as the Borough Councillor for the ward. He is against the application but advised that the planning officers are recommending approval, and it is down to permitting Tourist Development in the open countryside. It really could go either way. He advised that if the applicant was unsuccessful, he would likely appeal and would more than likely be successful. If the application is successful

then Cllr Moriarty would make a case to have a closed season so it can be monitored unlike Pentney Lakes where there is no enforcement and now agreement for permanent residents has been given.

Cllr Moriarty advised that it is important for Parish Councils to give reasons for approval of planning applications as well as against. Usually, the Parish Council give a good reason for not wanting approval but no case for recommending approval. If the Planning Officer is mindful of refusal but the Parish Council have recommended approval the reason why might assist the Planning Officer to change the decision.

Cllr Moriarty advised that the devolution deal had fell through, there is a chance of another deal might be put forward, but the new Government are really looking at having an elected Mayor and may be a Suffolk/Norfolk joint deal.

4.2 Borough Councillor

Cllr Moriarty advised that Cllr Devulapalli had sent her apologies. He went on to advise that the new Government had set more housing target and instead of the 500 homes to be built each year the figure is now 1049 so more than double. Is this feasible, do we have the land and resources and will it come with the infrastructure. Investment is needed e.g. the A10/A47 West Winch bypass.

The Borough Council are undertaking a Governance Review which should be published by the end of the March.

The Chair thanked Cllr Moriarty for his report.

4.3 Neighbourhood Planning including agreement to continue the services of the Consultant to Submission Stage.

Cllr Littlehales advised that another working party was needed, and a date needs to be set. This will enable the consultant to undertake the next set of works which she can complete hopefully before Christmas. Cllr Rons and Cllr Littlehales had looked at the budget and felt that there were sufficient monies within the budget to cover the cost of this next set of consultant work. **It was resolved for the Clerk to chase Groundworks regarding additional funding and the funding balance.**

4.4 Speed Awareness Report

The Co-ordinator was not able to attend but had updated the Council. The original SAMs2 was currently with Westcotec as it has a fault which they are sorting under guarantee. He is going to undertake training in the use of the data with them on the 12 November. The new SAMs2 has been placed on the new location which is catching people coming down from the A47. Between the 29 September and the 20 October 2446 vehicles went by the unit. 21% were over the speed limit e.g. over 35mph. This location needs to be checked with the Highway Engineer as the co-ordinator is not happy as the rubbish collectors left the rubbish bins right in front of the

sign. **It was resolved for the Clerk to ask the Highway Engineer if he can look at another location going forward the A47 more.**

5. Minutes of Annual Parish Council Meeting held on 25 September 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 25 September 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 Wells

- Ask where the Village Hall would like to locate the bike rack. This has now been agreed to be placed near the entrance.

Cllr Rons

- Place Grasscutting Contract for 25-26. Cllr Rons advised that this was now in a place. Cllr Rons advised that she needed to clarify the costs for the additional work. The quality of the work has improved considerably since coming under new ownership. Cllr Rons to discuss with them the additional items and report back to the next meeting. The contract to not be cancelled so will continue.

Cllr Dallas

- Ask the Café where they would like their bike rack. **Completed.**

Clerk

- Continue to Arrange the Electricity for the playing field site for full electricity use. This is still on-going.
- Order No Kite Flying Signs. The Clerk still needs to source.
- Report the Kissing Gate to Norfolk County Council Highways **Completed**
- Check out Groundworks/Locality regarding N/Plan monies **It was resolved for the Clerk to chase.**
- Sort out Pension Regulator **Completed.**
- Finish Awards For All application. **Completed.**
- Order Bike Racks **Completed.**
- Making Planning Comments to the Borough Council. **Completed.**

7. Finance

- a) Monthly Accounts for Payment. (please see attached payment sheet)
The Clerk advised that the Wi-Fi for the Village Hall should be put in place on the 6th November in the morning and she had paid £75.49? for the initial set up. The router would be set up with parental controls from the start. The payment to PKF was mentioned but not paid last month so this needs to be added. **It was resolved for the payments to be made.**
- b) Money received None received.

- c) Bank Rec for September 2024. The Clerk said that these had been sent round. All in order.
- d) Bike Rack. The Clerk advised that she had an extension until the end of December to get the invoice for the grant.
- e) Office 365/Intranet Cllr Littlehailes felt that the Council did not require an intranet, and it had not been budgeted for. The Clerk advised that two Councillors were currently not using the .gov emails this was weakening the GDPR and security of the system. They were concerned with having it on their own ipads and how it might interfere with their personal system. **It was resolved for the Clerk to purchase Office 365 for business and for Cllr Rons to look into portable hard drives for back-ups.**

8. Village Matters

- a) Council to receive update on any River Swan issues.
Cllr Parker advised that all was running well.
- b) Bus Shelter.
Cllr Rons had sent some photographs of the bus shelter to the Councillors. It needed some repointing of the brickwork, ivy pulling away to see if there was more repointing. The bench needed a clean and that she was unable to check the roof. **It was resolved for the Clerk to obtain three quotes to get the work achieved as no volunteers had some forward.**
- c) Wreath
It was resolved for the Clerk to get ordered and a donation of £100 be made to the Royal British Legion.

9. Planning Applications and Determinations:

Applications:

- 24/01730/F Application for Proposed two storey extension at 51 Pentney Lakes, Common Road, Pentney. This planning application had expired.
- 24/019021/F Application for construction of proposed annex accommodation for a family member at Cedar Wood Lodge, Back Road, Pentney. **It was resolved to defer until the next meeting as no one has had time to look at the application.**

Determinations:

- 24/00853/F Application for Construction of a single storey garden room swim spa building at 52 Pentney Lakes Common Road Pentney
Refused
- 24/01489/LDE LAWFUL DEVELOPMENT CERTIFICATE Occupation of the dwelling in breach of conditions c2, c3 and c4 of planning permission 06/01933/F.at 4 Abbey Lakes Close, Pentney – **Was lawful**

10. King's Lynn & west Norfolk Local Plan

The Council had no comment to make on the traveller sites.

11. Norfolk Minerals and Waste Local Plan.

Cllr Littlehales asked everyone to look at the consultation and see if the Council wishes to make comment.

12. Planning Application re Pentney Lakes/Woods.

Cllr Littlehales already advised that she had sent her support to West Bilney Parish Council who would attend the planning meeting. The decision on Community Value has still to be approved but if it was agreed then it would go as a material consideration regarding any appeal.

13. Governance

a) Training.

No training requirement currently.

b) Safeguarding Policy

It was resolved for this item to be deferred until the next meeting and the Clerk to re-send.

c) Diversity/Equality Policy

It was resolved for this item to be deferred until the next meeting and for the Clerk to re-send.

14 To receive an update on playing field equipment.

a) Playground Grants

As previously mentioned, there is a 16-week lead time regarding the Awards for All Grant for £20,000. **It was resolved for the Clerk to chase the re-located of the adult gym. It was also resolved for the Clerk to ask if the contractor would be able to move the goal post as he has not had to remove the swing frames and obtain a fencing quote to stop dog being allowed into the playground area.**

15. Correspondence

All had been circulated.

The Clerk asked Cllr Rons if she could put a poster for the Borough Councils Budget consultation on the noticeboard. **It was resolved for the Clerk to send through the poster so that Cllr Rons could print off a further copy.**

16. Items for Next Agenda.

Budget. **It was resolved for the Clerk to send round a forecast for the end of the year.**

Picnic Tables. **It was resolved for the Clerk to obtain quotes for recycled picnic benches so they could be budgeted for in 25/26.**

17 The date of the next Parish Council meeting.

The Parish Meeting will be held on Wednesday 27 November 2024 at 7.00pm at the Village Hall. A Budget working group meeting will be held at 6.00pm.

With no further business, the meeting was closed at 8:10pm.

ACTION LIST

Cllr Rons

- Look into portable hard drives as backups.

Clerk

- Continue to Arrange the Electricity for the playing field site for full electricity use.
- Order No Kite Flying Signs
- Speak with Highway Engineer regarding new SAMs2 location.
- Chase Groundworks/Locality regarding N/Plan monies
- Purchase 365 business.
- Obtain quotes for Bus Shelter revamp.
- Order Wreath
- Re-send Policies.
- Send Borough Council Budget Poster to Cllr Rons
- Forecast accounts.
- Obtain Picnic Bench Quotes

Pentney Parish Council

30 October 2024 (2024-2025)

PAYMENTS LIST

			Cheque No	Description	Supplier			
38	1100	25/09/2024	Unity	Grass Cutting	Nurture Landscaping	S		
38	1105	25/09/2024	Unity	Grass Cutting	Nurture Landscaping	S	180.00	36.00 216.00
38	1110 Grasscutting Verges	25/09/2024	Unity	Grass Cutting	Nurture Landscaping	S	89.50	17.90 107.40
39	1105	25/09/2024	Unity	Grass Cutting	Nurture Landscaping	S	180.00	36.00 216.00
39	1100	25/09/2024	Unity	Grass Cutting	Nurture Landscaping	S	144.00	28.80 172.80
39	1110 Grasscutting Verges	25/09/2024	Unity	Grass Cutting	Nurture Landscaping	S	112.00	22.40 134.40
42	4010 PAYE	25/09/2024	Unity	PAYE	HMRC	X	94.00	94.00
43	4000 - Staff Wages	25/09/2024	Unity	Clerks Salary	Sarah Bristow	X	376.60	376.60
44	1070 Bank Charges Unity	30/09/2024	Unity	Bank Commission	Unity Bank	X	18.00	18.00
45	1075 Bank	05/09/2024	Barclays Current	Bank Commission	Barclays Bank	X	8.50	8.50
49	1020 Audit Fees	29/09/2024	Unity	External Audit	PKF Littlejohn LLP	S	210.00	42.00 252.00
Total							1,412.60	183.10 1,595.70