

**The Minutes of Pentney Parish Council Meeting held on 30 April 2025 at
7.00pm at The Village Hall, Pentney**

Present: **Cllr R Littlehailes (Chair)** **Cllr K Harvey** **Cllr L Rons**
 Cllr M Parker **Cllr B Howlett** **Cllr P Wells**

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

Cllr Littlehailes welcomed everyone to the meeting.

- 1. To consider acceptance of apologies for absence.**
It was resolved to accept apologies from Cllr 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.)**

New Dog Bin.

A Parishioner asked if it was possible to have another dog bin at the top of Golden Gym and Nar Valley Road as there are lots of filled dog poo bags thrown in this area and in the trees. The Clerk advised could a bin be re-located there was a need for a check the night before they were due to be emptied to see if one could be moved and used more. The Borough Council had just sent in an invoice, and it was £210.70 per year to empty one bin.

4. Reports

a. County Councillor

Cllr Moriarty had sent a detailed report (Please see attached) He advised that the developer tax is not being followed correctly especially when you talk about items like the Southgate's, where government funding was available but the Borough Council could not raise their share but if we had kept the CIL monies and not put in the funding pot for the Parish Councils to bid for the money might have been available so the CIL Funding might not be available going forward until a review is carried out regarding the Governance.

The Chair thanked Cllr Moriarty for his report.

b. Borough Councillor.

Cllr Devulapalli had sent her apologies as she cannot make the meeting but had sent the follow report:

The West Norfolk Garden Wildlife competition is being launched today. All householders, neighbourhoods and parishes are encouraged to take part. Full details will be in the launch announcement.

Paper entry forms will be available from later in May. Online forms are available from tomorrow.

The council is engaging in serious and extensive discussions with neighbouring councils with a view to getting the best deal for residents for the upcoming local government reorganisation.

The borough's Local Plan is now official, although it will be revised from time to time. All planning applications must use that as the guide henceforth. There are training sessions planned for pcs.

Cllr Littlehailes asked about the West Norfolk Garden Wildlife Competition, Cllr Moriarty said that he did not know many details as it was Cllr Devulapalli project.

c. Neighbourhood Plan.

Cllr Littlehailes advised that the consultant had a new job and was leaving undertaking plans but had agreed to undertake the piece of work quoted for. Cllr Littlehailes advised that she had sent the piece of work on Key issues and is waiting to hear if the Consultant can undertake and when and the cost involved and what left there is to achieve.

d. Speed Awareness

Cllr Rons advised that the Co-ordinator was unable to be here tonight but had sent a report which she had sent round. The cameras this time were on Stud Farm and Penryn. There was a total of 18594 vehicles recorded and the average speed was 33.5 and 34.7 and the highest 55 mph recorded on Stud Farm on Tuesday 25 March at 5.30pm.

5. Minutes of Parish Council Meeting held on 26 March 2025.

To consider and approve the minutes. **It was resolved for these to be accepted as a true and accurate record of the meeting and duly signed by the Chair.**

6. Matters arising from the minutes.

Playground Opening Cllr Littlehailes thanked everyone who was able to attend it was a great success with around 30 children taking part. Cllr Littlehailes thanked Cllr Wells for the use of her sister's gazebo and for the quiz which the Children enjoyed and for Cllr Rons who organised all the easter eggs that were donated by Waitrose. **It was resolved for the Clerk to write and thank Waitrose and for Cllr Rons to get her the gentleman's details.**

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

Cllr Littlehailes:

- Look at the playground lease. Cllr Littlehailes has not been able to undertake.
- Request use of Gazebo from Marcus Hawkins Cllr Littlehailes thanked Cllr Wells Sister for providing the gazebo.

Cllr Rons:

- Circulate the Safeguarding Policy to all Councillors **-Completed**

- Contact Waitrose Swaffham to request donating Easter Eggs – **Completed Cllr Littlehales thanked Cllr Rons for organising the Opening Event.**
- Contact playground installers to confirm certification of playground equipment prior to opening. **Completed**
- Public Liability Insurance Certificate to all councillors **Completed**

Councillors (All):

- Bake small cakes or provide biscuits - **Completed**
- Review Safeguarding Policy prior to next Parish Council Meeting - **Completed**

Cllr Howlett:

- To provide small sausages - **Completed**

Cllr. Wells:

- To supply water/orange/lemon squash and paper cups - **Completed**

Clerk:

- Confirm status of VAT submission. This had been sent, really slow as have not received reclaim from another Council that went in at the same time. No Telephone number to speak with anyone so has to be achieved by writing. **It was resolved for the Clerk to chase.**
- Claim Groundworks/Locality regarding N/Plan monies Still to achieve
- Bus Shelter to be placed on April's Agenda -**Completed**
- Check out Allotment Payment discrepancy as shown on Scribe - **Completed**
- Prepared and Submit Payments List - **Completed**
- Prepared and Submit Bank Reconciliation for February 2025- **Completed**

7. Finance

- a) Monthly Accounts for Payment. (please see attached payment sheet) **It was resolved for the payments to be made.**
- b) Money received None received. The Clerk advised that she had some recycling credit and VAT to come in but not received as yet.
- c) Bank Rec for March 2025. The Clerk handed round copies of the bank rec for March 2025.
- d) Internal Audit. **It was resolved to use Mrs Raby as last year.**
- f) AGAR. The Clerk read out the end of year figures, these will be presented at the Annual Parish Council Meeting.
- g) Asset Register. **It was resolved for the Clerk to check and update if necessary.**
- h) VAT Already discussed.
- l) Insurance. **It was resolved to pay even though the renewal is not until after the next meeting.**
- i) Closing of the Barclays Account. Cllr Rons advised that she had sorted and will put in the post.

8. Village Matters

- a) **Churchyard Tree Plaque.** The Clerk advised that she had been sent brackets and not the plaque. **It was resolved for the Clerk to chase.**

- b) **Dogs on the playing field.** Cllr Littlehailes advised that no dogs should be allowed on the field.
- c) **Re-opening of the playing Field.** Cllr Littlehailes advised that it was very successful and all complete but for a small springer for toddlers to ride on which was a late edition. This is due the beginning of June. Cllr Littlehailes advised that she had a wish to put in a MUGA, but this would have to be after picnic tables etc have been brought for the current playground and would need serious fundraising. The Clerk advised that weekly checks are needed on the playground. **It was resolved for the Clerk to write something for the Nar Valley News asking if anyone would like a small job checking the equipment on a weekly basis.**
- d) **NCC Bus Shelter Offer.** There are no further bus stops in the village, so no new shelters needed. Cllr Littlehailes asked if they would repair the current one.
- e) **Repairs to current Bus Shelter.** **It was resolved for Cllr Parker and Cllr Howlett to remove the Ivy.**
- f) **Bike Racks.** The Clerk advised that someone is coming to look at undertaking next week.

9. Planning Applications and Determinations:

Applications:

None received.

Determinations:

- | | |
|------------|--|
| 25/00350/F | Application for Disabled Adapted Physiotherapy and Relaxation Room for applicants severely disabled daughter Replacing timber summer house at Pentney House 2 St Mary's Meadow Pentney. Granted |
| 24/00235/O | Outline Application for Outline application for the approval of 8 residential dwellings Land South of Narborough Road Pentney Refused |

10. Governance

- a) **Training.**
No training requirement currently.
- b) **Subscription/Wages/Website.**
It was resolved to remain at Norfolk ALC.

11. Correspondence

All had been circulated. There was a complaint regarding the width of the footpath behind the bus shelter. **It was resolved for Cllr Littlehailes to walk and report back/**

12. Items for Next Agenda.

Grasscutting. Cllr Rons advised that she was not getting any joy out of Nurture currently.

- 14 The date of the next Parish Council meeting.**
The Annual Parish Meeting will be held on Wednesday 21 May 2025 at 6.00pm at the Village Hall followed by The Annual Parish Council Meeting at 7.00pm.

With no further business, the meeting was closed at 8.20pm.

ACTION LIST

Cllr Littlehales

- Look at the playground lease.
- To walk the footpath.

Cllr Rons

- Get Waitrose Details to the Clerk

Cllr Parker & Cllr Howlett

- Remove Ivy from Bus Shelter

Clerk

- Arrange the Electricity for the playing field site by unmetered supply.
- Claim Groundworks/Locality regarding N/Plan monies.
- Write and thank Waitrose for the Easter Eggs
- Chase VAT Refund
- Ask Mrs Raby to undertake Internal Audit
- Check Asset Register
- Chase Plaque
- Write a piece for Nar Valley News Advert for Playground Inspector.

Pentney Parish Council

17 May 2025 (2025-2026)

PAYMENTS LIST

			Cheque No	Description	Supplier			
2	1025	Subscriptions	04/04/2025	Unity	Broadband	Plusnet	S	24.16
								4.83
								28.99
4	1075	Bank	04/04/2025	Barclays Current	Bank Commission	Barclays Bank	X	8.50
								8.50
5	4010	PAYE	04/04/2025	Unity	PAYE	HMRC	X	107.66
								107.66
6	4000	- Staff Wages	04/04/2025	Unity	Clerks Salary	Sarah Bristow	X	389.52
								389.52
3	1145	Playground New	22/04/2025	Unity	Playground Deposit	Action Play and Leisure	S	25,000.00
								5,000.00
								30,000.00
1	1070	Bank Charges Unity	30/04/2025	Unity	Bank Commission	Unity Bank	X	6.00
								6.00
7	1035	Room Hire	30/04/2025	Unity	Room Hire	Pentney Parish Rooms	Z	80.00
								80.00
8	1015	Insurance	30/05/2025	Unity	Insurance	Clear Councils	L	548.81
								27.44
								576.25
Total								26,164.65
								5,032.27
								31,196.92

Norfolk County Council waives fees for street parties to celebrate VE and VJ Day anniversaries

This year will mark the 80th anniversaries of VE and VJ Day on 8 May and 15 August respectively and to mark the occasions Norfolk County Council is offering communities the chance to close their road free of charge for celebrations.

The anniversaries this year will be a time for reflection and celebration, and an opportunity for the nation to come together to honour and pay tribute to those that lived through and served during Second World War. The days will mark the end of World War II in Europe (VE Day) and Japan surrendering in the Far East, officially marking the end of the Second World War (VJ Day).

Communities across Norfolk can join the national celebrations by hosting their own street party between Saturday 3 and Monday 5 May 2025 (VE80) or between Friday 15 and Sunday 17 August 2025 (VJ80).

Street parties are a great way for communities to come together to mark the commemorations.

To support these celebrations, Norfolk County Council has agreed there will be no charge for VE80 and VJ80 street party road closures. To be eligible for the fee waiver, the road closure must be planned for the sole purpose of holding a celebration street party in a residential area.

The deadline for applications is as follows:

- VE80 - Friday 18 April 2025
- VJ80 - Friday 18 July 2025

To find out more information visit the Norfolk County Council website: [Street Parties for the 80th Anniversaries of Victory in Europe \(VE80\) and Victory over Japan \(VJ80\) - Norfolk County Council](#)

All street parties will require a temporary road closure, people can apply by completing a [VE Day and VJ Day 80th Anniversary Street Party Application \(Word doc, 55 KB\)](#).

The government website also [Read more about hosting a street party in this guide from GOV.UK](#)

Other useful Information

Find out more about other VE and VJ resources and events at:

- <https://ve-vjday80.gov.uk/>
- <https://together.org.uk/ve80/>

Nature recovery strategy for Norfolk

Norfolk County Council is inviting residents, landowners, conservation experts, and local communities to take part in the public consultation on Norfolk's draft Local Nature Recovery Strategy (LNRS).

Running from 16 April to 11 June, this consultation aims to gather feedback on priorities and actions for restoring and enhancing nature across Norfolk.

The LNRS seeks to reverse biodiversity loss, support climate adaptation, and promote sustainable land use to benefit both people and wildlife. It is one of 48 across the country, aimed at addressing the decline in nature and identifying a network of areas to help it recover.

The draft strategy has been created with input from other local authorities alongside nature experts, farmers, land managers and Norfolk residents.

Further details are available in the press release [here](#).
People are encouraged to review the [Local Habitat Map](#), draft LNRS, and FAQs and take part in the consultation [here](#).
Norfolk and Suffolk County Councils are working together via the Norfolk & Suffolk Nature Recovery Partnership, in recognition that some of our most important wildlife-rich spaces are shared by both counties. Further information is available on the Norfolk and Suffolk Nature Recovery Partnership website [here](#).

County Councillor Jim Moriarty
Gayton and Nar Valley - Norfolk County Council