

**The Minutes of Pentney Parish Council Meeting held on 29 October 2025 at
7.00pm at The Village Hall, Pentney**

Present: Cllr R Littlehale (Chair) Cllr K Harvey Cllr P Wells
Cllr L Rons Cllr C Dallas.

Also in Attendance: Sarah Bristow (Parish Clerk), Cty Cllr J Moriarty, and one member of the public.

- 1 To consider acceptance of apologies for absence.**
It was resolved to accept the apologies from Cllr Parker and Cllr Howlett
- 2. To receive Declarations of Interest and requests for Dispensations by Councillors in any of the Agenda Items listed.**
None declared.
- 3. Public Participation (10 mins). This provides an opportunity for members of the public to raise questions about and comment on items on the agenda, and other points, before the Council makes decisions.**

Planning

The Parishioner asked if there had been any feedback from the self build planning application. Cllr Littlehales said that she had not heard any thing but obviously from a Parish Council point of view there is no CIL from self builds. Water pressure is still an issue.

- 4. To accept reports from:**
 - a) County Council.** Please see report attached. Cllr Moriarty advised that he had a meeting with Anglian Water so may learn more about the situation he would send out the YouTube link to the meeting. He advised about Pentney Woods and how the Borough had lost the appeal and are looking at costs of around £13,000.
 - b) Borough Council.** Cllr Devulapalli had sent her apologies but advised that she would like to write a piece for a magazine regarding the Nature Project. The Clerk to advise her regarding the Nar Valley News.
 - c) Neighbourhood Planning –** Cllr Littlehales advised that the plan is moving forward and the Consultant is meeting with the Borough Council, but it looks like we might have to redo the section 14 consultation. Which is even more work and time.
 - d) Speed Awareness Report. –** Cllr Rons advised that the coordinator had moved the Sams signs but had not been able to download the data currently. There is still the need to find a replacement.
- 5. Minutes of Annual Parish Council Meeting held on 25 September 2025**
 - 5.1 To consider and approve the minutes. It was resolved to approve the minutes as a true and accurate record after the following amendment:**
The fire hydrant on Pentney Lane is broken not because of the water pressure.
- 6. To consider matters arising from the minutes of 26 September 2025**

- 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.**

Action List

Cllr Littlehales

- **Get a copy of the Neighbourhood Plan to Cllr Parker**

Cllr Wells

- **Get the laptop updated with business 365. - Completed**
- **Map the Heritage Assets.**

Cllr Parker

- **Speak with Pentney handyman re bus shelter and bike racks. Cllr Parker advised that he had not been able to get hold of the Handyman.**
- **Work with Cllr Howlett re removing ivy behind guttering on bus shelter.**

Cllr Howlett

- **Work with Cllr Parker re removing ivy behind guttering on bus shelter.**

Cllr Dallas

- **Map the Green Spaces.**

Clerk

- **Claim Groundworks/Locality regarding N/Plan monies. Still working**
- **Send round Investment Policy – Completed.**
- **Send round Reserves Policy – Still need to achieve.**
- **Speak with MP Re VAT rebate – Emailed but no acknowledged. Need to complete April to September.**
- **Comment on Planning Application -Completed.**
- **Speak with Fire Safety Officer – Completed.**
- **Put items for next agenda on agenda. Completed.**

7. Finance

- a) **Monthly Accounts for Payment. Council to vote on making the payments. The Clerk had emailed the payment sheet It was resolved for these payments to be made.**
- b) **Money received – Council to note any money received. £517.50 CIL Payment Received.**
- c) **Bank Rec. Council to approve the bank reconciliation for June 25. This had been emailed and handed round. All in order.**
- d) **Quarterly Budget Report. This was planned for Tuesday 11 October at the Hall at 6.30pm.**
- e) **VAT. It was resolved for the Clerk to attempt to Claim the VAT from April to September.**
- f) **Closing of the Barclays Account. Cllr Wells had achieved. Cllr Wells advised that the only issue is that the account has been taken offline so now**

cannot access any of the accounts. A thank you was given to Cllr Wells and Cllr Rons for all the work to get this achieved,

g) Investment Policy The Clerk had sent round.

h) Reserves Policy The Clerk had meant to send round. **It was resolved for the Clerk to send round.**

i) Payment Card. The Clerk advised that she has not pulled off the form due to her printer but would get it sorted.

8 Village Matters

a) Repairs to current Bus Shelter. Please see matters arising. and they need to remove the guttering to undertake.

b) Bike Racks. Still on-going.

9 To discuss any planning applications or local developments.

Applications:

None Received

Determinations:

None Received

10. Governance

a) Training.

The Clerk advised that she had not heard back from CAN. There is a course in Dereham on the 20th November between 10-1. Please let the Clerk know if you would like to attend.

11. Correspondence

All had been circulated.

Website

Cllr Littlehailes said that there are some items to be changed on the website. Please put the Councillors Emails back on the website. Cllr Wells to ask the Village Hall to see what details they would like on the website.

12 Items for Next Agenda.

Payment Card

Investment Policy

Reserves Policy

Budget/Precept

Playground Repairs

13 To confirm the date of the next Parish Council meeting 26 November 2025 at 7.00pm at the Village Hall.

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

Action List

Cllr Parker

- Work with Cllr Howlett re removing ivy behind guttering on bus shelter.

Cllr Howlett

- Work with Cllr Parker re removing ivy behind guttering on bus shelter.

Cllr Wells

- Ask the Village Hall re the website.

Clerk

- Claim Groundworks/Locality regarding N/Plan monies.
- Send round Reserves Policy – Still need to achieve.
- VAT to complete April to September.
- Speak with Fire Safety Officer re broken hydrant.
- Tell Cllr Devulapalli the details regarding Nar Valley News
- Print off payment card application.
- Update website.
- Put items for next agenda on agenda.

Pentney Parish Council

21 November 2025 (2025-2026)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
52	1100	24/10/2025		Unity		Grass Cutting	Nurture Landscaping	S	77.76	15.55	93.31
52	1105	24/10/2025		Unity		Grass Cutting	Nurture Landscaping	S	102.06	20.41	122.47
52	1110 Grasscutting Verges	24/10/2025		Unity		Grass Cutting	Nurture Landscaping	S	61.69	12.34	74.03
54	1025 Subscriptions	24/10/2025		Unity		Broadband	Plusnet	S	24.16	4.83	28.99
53	1035 Room Hire	24/10/2025		Unity		Room Hire	Pentney Parish Rooms	Z	65.00		65.00
57	4000 - Staff Wages	28/10/2025		Unity		Clerks Salary	Sarah Bristow	X	401.72		401.72
56	4010 PAYE	28/10/2025		Unity		PAYE	HMRC	X	113.40		113.40
58	1070 Bank Charges Unity	31/10/2025		Unity		Bank Charge Unity	Unity Bank	X		6.00	6.00
Total									845.79	59.13	904.92

Norfolk County Council updates

Join the Safe School Run pledge

Norfolk County Council's Public Health Road Safety team are inviting schools, parents, and carers across the county to join the Safe School Run pledge, an initiative that encourages safer, healthier, and more sustainable travel during school drop-off and pick-up times.

Last year nearly sixty schools took part in the pledge. Participating schools report a 10% increase in walking, scooting, or cycling, fewer cars during peak times, and a noticeable improvement in road safety awareness among children and their families.

This year, schools will receive updated resources designed to support safe parking, reduce engine idling, and improve air quality around school gates. These free materials, developed by Norfolk County Council's Public Health Road Safety team with resources from Norfolk Constabulary and Norfolk Fire and Rescue Service, aim to help schools engage their communities in creating safer streets and cleaner air for all.

Schools interested in joining the pledge or accessing the free resources can visit the Norfolk County Council website or contact the Road Safety team directly for support. [Norfolk County Council's website](#).

County Councillor Jim Moriarty

Gayton and Nar Valley - Norfolk County Council

Devolution update

Following a discussion at full council on 16 October, Norfolk County Council's cabinet have voted in favour of proceeding with devolution.

Devolution will bring new powers and funding to boost jobs, transport, housing and growth in Norfolk and Suffolk. Under the Government's devolution priority programme, Norfolk and Suffolk have been offered:

- The transfer of powers and funding from Whitehall, to enable decisions on jobs, skills, transport and housing to be taken in Norfolk and Suffolk.
- A multi-million pound investment fund for 30 years, to spend on local priorities.

The new devolved powers and funding would be overseen by a mayor, elected by voters in May 2026, to lead a new combined authority.

Further details are available in our news release [here](#).

You can find out more about devolution at www.norfolk.gov.uk/devolution.

Norfolk County Council Adoption Service

Norfolk is outperforming the national trend when it comes to recruiting adoptive parents. Whilst there has been a 12% drop in families considering adoption across England this year, Norfolk County Council's Adoption Service has seen a significant rise. In 2024/25, 43 adoptive households were approved in Norfolk - a 53% increase on the previous year. These included 37 couples and six single adopters.

This positive news comes as the council celebrates National Adoption Week (20–26 October), which this year focuses on dispelling myths about who can adopt. Research shows that many prospective adopters worry they need a "perfect" home, but the reality is that children simply need a welcoming and loving environment. In fact, 41% of adoptive parents surveyed live in homes with two bedrooms or fewer, 65% do not have a garden, and 25% live in rented accommodation.

Norfolk Adoption Service is currently seeking families for 10 children. If you or someone you know is considering adoption, please visit [Norfolk Adoption Services online](#) or call 01603 638343 for a friendly chat and details of upcoming information events.

New Norfolk-wide highways contract

Norfolk County Council has appointed Kier as its new long-term contractor responsible for the maintenance and construction of the county's highway network.

Norfolk's highway network is one of the largest in the country, comprising around 6,000 miles of roads as well as extensive pedestrian and cycle paths. Kier will deliver a programme of highways maintenance and improvement, including road resurfacing and surface dressing, bridge works, drainage and the delivery of new transport infrastructure.

As part of the contract, Kier will invest in its existing site in Wymondham - upgrading facilities to reduce energy consumption and support the latest in sustainable construction and materials innovation, which will benefit the wider Norfolk economy.

A key feature of Kier's approach will be its commitment to local skills and employment. At any given time, Kier will employ at least 15 apprentices, providing structured training, professional qualifications, and career pathways for young people across Norfolk. The company will also run an annual 10-week programme for young people in care and care leavers, offering taster sessions, work experience, and employability skills, with support from supply chain partners.