

**The Minutes of Pentney Parish Council Meeting held on 26 November 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.**

No questions received.

- 4. To accept reports from:**
 - a) County Council.** Please see report attached. Cllr Moriarty advised that with his Borough Hat on, CIL is going to change eighty percent of the CIL Money is going to be used by the Borough Council for large infrastructure projects and twenty percent of the money is going into a pot that can be used for projects by Parish Councils. It is going to be easier to apply but Parish Councils must have a Parish Infrastructure Plan or PIP in place with the project that has been consulted on etc prior to applying to the fund. The minimum that a Parish Council can ask for is ten thousand pounds and the maximum is one hundred thousand pounds. It will not affect your fifteen percent or twenty five percent that everyone gets of CIL. There will be a small uplift in the Borough Council's Council tax to around three point eight percent the thing that will affect Parish Councils is an increase in Dog Bin emptying. Cllr Littlehales asked if a Paddleboard/Pickleboard Court would be allowed within the fund. Cllr Moriarty advised that it would and that training will be available on the new fund.
 - b) Borough Council.** Cllr Devulapalli had sent her apologies, the Clerk advised that Cllr Devulapalli wanted the editor's details of the Nar Valley News and the Clerk had emailed the Councillors to see if they could provide.
 - c) Neighbourhood Planning –** Cllr Littlehales advised that there is currently a lot of working being undertaken on the plan. It is necessary to undertake a minimal reg 14 again as there have been a lot of changes to the plan. The Consultant cannot continue on the plan as she no longer is going to work for herself. It is hoping to get reg 14 achieved January/February next year as it takes six weeks and referendum in Autumn 26. It will be necessary to get a new consultant and the current consultant had

recommended. Cllr Littlehales to speak with the recommended consultants and report back to the Council. .

- d) **Speed Awareness Report.** – Cllr Rons advised that the coordinator was working and had not sent a report.

5. Minutes of Annual Parish Council Meeting held on 29 October 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:**

6. To consider matters arising from the minutes of 29 October 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 Parker

- Work with Cllr Howlett re removing ivy behind guttering on bus shelter. Cllr Parker is not present.

Cllr Howlett

- Work with Cllr Parker re removing ivy behind guttering on bus shelter. Cllr Howlett is not present.

Cllr Wells

- Ask the Village Hall re the website. Information about the Treasurer still to be received.

Clerk

- Claim Groundworks/Locality regarding N/Plan monies. Finding time during the day to ring around and chase the different department is an issue but the Clerk to continue.
- Send round Reserves Policy – Completed
- VAT to complete April to September. Still to be completed.
- Speak with Fire Safety Officer re broken hydrant. Completed.
- Tell Cllr Devulapalli the details regarding Nar Valley News Still to be achieved.
- Print off payment card application. The Clerk's printing is currently not printing properly, but the Clerk will get it achieved.
- Update website. The Clerk has updated where she has been informed.
- Put items for next agenda on agenda. Completed.

The Clerk asked to draft a Assertion 10 Policy..

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 and £125.00 to be added for the Poppy**

Appeal. Cllr Rons advised that the hedge playing field had not been cut. Cllr Rons to take an photograph tomorrow and send to the contractor.

- b) Money received – Council to note any money received.** No money received.
- c) Bank Rec. Council to approve the bank reconciliation for October 25.** This had been emailed and handed round. All in order.
- d) Quarterly Budget Report.** The Clerk advised that she had looked at the notes and has the following comments.
- e) VAT. It was resolved for the Clerk to attempt to Claim the VAT from April to September.** The Clerk advised that she had failed on a previous attempt but would try again.
- f) Closing of the Barclays Account.** Cllr Wells advised that she was unable to get into the Barclays account now that the account has been closed. Cllr Wells advised that they are going to send her a new password and pin. The Clerk advised that she can see the other accounts and had been sent the statements from the last three years.
- g) Investment Policy** The Clerk had sent round.
- h) Reserves Policy** The Clerk had send round and advised that it had already been approved.
- i) Payment Card.** The Clerk advised that she has not pulled off the form due to her printer but would get it sorted
- j) Budget Setting/Precept. It was resolved to cancel the meeting set for the 17 December as most Councillors are unable to make. It was also resolved for the next meeting to on the 14th January. A precept/budget meeting to be held at 6.00pm and then Full Council at 7.00pm.**

8 Village Matters

- a) Repairs to current Bus Shelter.** These still needs to be achieved.
- b) Bike Racks.** It was resolved for Cllr Dallas to speak with Cllr Howlett regarding getting one to the Café.
- c) It was resolved for the Clerk to send the RoSPA report to Active Play and Leisure for a quote.**

9 To discuss any planning applications or local developments.

Applications:

- | | |
|------------|--|
| 25/01821/F | Application for retention of Outbuilding to be reduced in height at 52 Pentney Lakes, Common Road, Pentney. It was resolved to recommend no objection. |
| 25/01826/0 | Application for Self Build Construction of Dwelling at Land at E572461 N313898 Church Close, Pentney It was resolved to recommend refusal on the above application due to not in character with surrounding properties, possible overlooking of nearby properties, the access onto the lane, the village not having the infrastructure of more development especially regarding the water pressure with the majority of properties not able to use upstairs toilets |

and showers. Previous applications for this site have not been approved.

Determinations:

25/01458/F VARIATION OF CONDITION 2 OF PLANNING PERMISSION 21/00100/F: Proposal for single storey extensions to include dressing room, kitchen extension and ensuite extension in addition to replacing existing container storage area with purpose built 4 bay garage/boat shed with storage area above at 8 Abbey Lakes Close Pentney **Withdrawn.**

10. Governance

a) Training.

The Clerk advised that she heard back from CAN and had sent round the dates that they could undertake the playground course on site. The Clerk advised that the course on the 1 December cannot go ahead as there is insufficient numbers six is the minimum. Cllr Wells advised that her husband would be prepared to undertake the Clerk to try and see if the training is still available for that day.. .

11. Correspondence

All had been circulated.

Enforcement

An email had been received regarding the Oaklands and putting down a concrete base and no planning permission had been asked for and agreed. **It was resolved for the Clerk to report to enforcement.**

Grasscutting

The Clerk had sent round an email from Walpole Grasscutting, who she uses at another Council. **It was resolved for Cllr Rons to ring and speak with him.**

12 Items for Next Agenda.

Payment Card

Budget/Precept

Playground Repairs

13 To confirm the date of the next Parish Council meeting 14 January 2026 at 7.00pm at the Village Hall.

With no further business, the meeting was closed at 8.30pm.

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 Rons

- Ring and speak with Grasscutter.

Cllr Littlehales

- Ring and speak with possible new N-Plan Consultants.

Cllr Dallas

- Speak with Cllr Howell re bike rack for café.

Clerk

- Claim Groundworks/Locality regarding N/Plan monies.
- VAT to complete April to September.
- Try and organise the Playground Training fr 1 December 2025
- Tell Cllr Devulapalli the details regarding Nar Valley News
- Print off payment card application.
- Draft Assertion 10 Policy
- Send Rospa report to Action Play.
- Put items for next agenda on agenda.

PAYMENTS LIST

					Cheque No	Description	Supplier				
61	1070	Bank Charges	Unity	25/11/2025	Unity	Bank Commission	Unity Bank	X	6.00	6.00	
60	4010	PAYE		25/11/2025	Unity	PAYE	HMRC	X	110.60	110.60	
62	1025	Subscriptions		25/11/2025	Unity	Broadband	Plusnet	S	24.16	4.83	28.99
63	1110	Grasscutting	Verges	25/11/2025	Unity	Grass Cutting	Nurture Landscaping	S	61.69	12.34	74.03
63	1100			25/11/2025	Unity	Grass Cutting	Nurture Landscaping	S	77.76	15.55	93.31
63	1105			25/11/2025	Unity	Grass Cutting	Nurture Landscaping	S	102.06	20.41	122.47
59	4000	- Staff Wages		26/11/2025	Unity	Clerks Salary	Sarah Bristow	X	404.52		404.52
64	Error	Payment		27/11/2025	Unity	Payment made in error	Clear Councils	X	125.00		125.00
Total									911.79	53.13	964.92

