

# Pentlow Parish Council

Parish Clerk / RFO: Kevin B. Money  
 7 Roach Vale Colchester Essex CO4 3YN  
 Tel: 07810781509 email [pentlowparishcouncil@gmail.com](mailto:pentlowparishcouncil@gmail.com)  
 www. <https://e-voice.org.uk/pentlowparishcouncil>

Dear Councillor

You are requested to attend the forthcoming meeting of Pentlow Parish Council to be held in the Village Hall on **Wednesday 14<sup>th</sup>. January 2026 at 7.30pm** for the purpose of transacting the business ONLY shown on the agenda

*KBMoney* Kevin B. Money CiLCA - Clerk to the Council – 8<sup>th</sup>. January 2026

## AGENDA

001/2026 Apologies for Absence

002/2026 Co-Option

Councillors are requested to receive written applications for the office of Parish Councillor and co-opt a candidate to fill the vacancy

Rachel Smith having completed a short application form and confirmed their eligibility for the position of Councillor within the statutory rules (Local Government Act 1972 section 79).

003/2026 Declaration of Interest

To declare any Disclosable Pecuniary, Pecuniary or non-Pecuniary Interest relating to items on the agenda

004/2026 To approve the Minutes of the last meeting of Pentlow Parish Council

To receive and agree the minutes of the last PPC meeting held on 29<sup>th</sup>. October 2025

005/2026 Essex County Councillors report – ECC Cllr P. Schwier

006/2026 District Councillors report – BDC Cllr I. Parker

007/2026 Planning – including any Current Planning Applications requiring a response

25/02364/HH - The Barn Larks In The Wood Pentlow Essex CO10 7JU

Replacement of garage doors.

Due to planning deadline, the Parish Council submitted the following planning response on 5<sup>th</sup>. December 2025 - *Pentlow Parish Council has no objection to this planning application*

008/2026 Finance

- a) To receive the Bank balances as at 31<sup>st</sup>. December 2025
- b) To receive the comparison of Actual against Budget 2025/2026
- c) Councillors to agree the November '25 – January '26 finances and to agree a transfer of any funds to meet the Parish Council's financial requirements

009/2026 Councillors to finalise the 2026-2027 budget

010/2026 Village Hall Lease - Cllr T. Bartlett

011/2026 Extending the village 30mph speed limit – update

012/2026 Solar Farm update

013/2026 Public Participation Session

The Chairman will invite questions and observations from members of the public present.

014/2026 Items for Next Agenda

015/2026 Date of Next Full Council meeting – 8<sup>th</sup>. April 2026 at 7.30pm in the village hall

016/2026 2026 meeting dates: - 13<sup>th</sup>. May 2026: 9<sup>th</sup>. September 2026: 11<sup>th</sup>. November 2026

017/2026 Closure of the Meeting

To Close the meeting having considered and determined all items of business

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## Minutes of the Parish Council meeting held on Wednesday, 29th October at 7.30pm in the Village Hall.

Present: Cllrs T. Bartlett, D. Wright, I. Bower, M. Stuchfield, ECC Cllr P. Schwier, BDC Cllr I. Parker and Kevin B. Money (Parish Clerk). There were also 8 members of the public present. Plus 1 member of the press

### 040/2025 Apologies for Absence There were no apologies for absence

### 041/2025 Declaration of Interest

To declare any Disclosable Pecuniary, Pecuniary or non-Pecuniary Interest relating to items on the agenda Cllr M. Stuchfield and Cllr I. Bower declared an interest in any item relating to the Village Hall.

### 042/2025 To approve the Minutes of the last meeting of Pentlow Parish Council

To receive and agree the minutes of the last PPC meeting held on 7th May 2025 All Agreed

### 043/2025 Essex County Councillors report – ECC Cllr P. Schwier

Update on Hedingham division

Local Government reorganisation ECC meetings happen very frequently. All information has been sent to the Clerk for distribution.

Cllr P. Schwier spoke about

- Highways - Over 62,000 drains cleared across Essex ahead of winter months Potholes in September '25 where 700 reported defectives
- ECC budget is being looked at in great depth.
- All front-line services are being kept up-to-date
- 
- Essential - Safety - Landowners urged to cut vegetation now bird nesting season is over.
- Voi announced as new e-scooter trial operator in Essex
- Highway Highlights '25 has been circulated
- Highways - Innovative 'Roadmender' method is faster, more cost effective and better for the environment.
- Local Bus consultation is open for residents to respond
- Election for Greater Essex Mayor will be May '26

Councillors asked Cllr P. Schwier why not all of the potholes in Foxearth were completed at the same time. With over 5,000 miles of roads in Essex the scheduling can sometime go astray due to weather conditions. It was asked if there a depth of the pothole before it is regarded as becoming dangerous? Cllr P. Schwier responded by saying that there is no criteria. Each pot hole is assessed on its own merits by Essex Highways. Road closure signage is left in place well after the road has been re-opened and is frustrating to road users. Also it is not helpful for motorists if a road closed sign does not include where this is.

Cllr M. Stuchfield to email the Clerk regarding the missing "County sign" when entering Essex from Cavendish.

ECC Cllr P. Schwier left the meeting

### 044/2025 District Councillors report – BDC Cllr I. Parker

- Local Government reorganisation – BDC is being dissolved and BDC supported 3 Unitaries will be created (subject to final approval by Government) Uttlesford, Braintree and Tendring. ECC also supported this model. The Government criteria of size is 500,000 residents. The 3 model will have 700,000 residents. There may be a consultation on this model.
- Local Plan review – BDC current local plan is extended to 2041 with another 11,000 dwellings. The sub-committee will be looking at new sites to accommodate this extra 11,000 dwellings.
- Sites East of Halstead for 2,500 dwellings. 5,000 West of Kelvedon, 2,000 East of Braintree by-pass. The timetable has been delayed due to this new project. Full consultation will be held prior to sites being accepted
- A12 improvement has been cancelled by Government
- Changes in Waste collection with the bins. Each household will have, at least, 2 extra bins per property. Delivery of new bins will take place in early 2026 with the roll-out in June '26

Signed

T. Bartlett - Chair

14<sup>th</sup>.January 2026



Has any bio-diversity happened at the Solar Farm? Nothing has happened yet. There is still rubbish left on the verges by the solar farm.

BDC Cllr I. Parker left the meeting

#### **045/2025 Planning – including any Current Planning Applications requiring a response**

**25/01244/HH** - Peartree Cottage Belchamp Road Pentlow Essex CO10 7JS

Erection of shed.

Pentlow Parish Council sent this response to BDC on 25<sup>th</sup>. June 2025

Pentlow Parish Council has No objection to this planning application

**25/01225/HH** - Gable End 1 - 2 School Barn Cottages School Road Pentlow CO10 7JN

Proposed single storey side extension.

Pentlow Parish Council sent this response to BDC before the planning deadline

Pentlow Parish Council has No objection to this planning application

**25/01404/LBC** - Peartree Cottage Belchamp Road Pentlow Essex CO10 7JS

Remove modern partition between WC and rear hallway, construct new partition to create shower room.

Pentlow Parish Council sent this response to BDC before the planning deadline

Pentlow Parish Council has No objection to this planning application

**25/01472/FUL** - 5 - 6 School Barn Cottages School Road Pentlow CO10 7JN

Change of use from childcare facility (E(f)) to residential annex (C3).

Pentlow Parish Council sent this response to BDC before the planning deadline

Pentlow Parish Council has No objection to this planning application

#### **046/2025 Planning Decision/s made by BDC affecting Pentlow**

#### **047/2025 Finance**

a) To receive the Bank balances as at 30<sup>th</sup>. September 2025

Councillors noted the Bank balances as at 30<sup>th</sup>. September 2025

b) To receive the comparison of Actual against Budget 2025/2026

Councillors noted the comparison of Actual against Budget 2025/2026

c) Councillors to agree the April & May 2025 finances and to agree a transfer of any funds to meet the Parish Council's financial requirements. **All Agreed**

d) Councillors to discuss purchasing a village memorial wreath at a cost of £20 minimum

Cllr T. Bartlett proposed purchasing a poppy wreath for £50. Cllr M. Stuchfield seconded. **All Agreed**

#### **048/2025 Councillors to discuss the draft 2026-2027 budget**

Councillors discussed the 2026-2027 budget.

Cllr M. Stuchfield proposed to keep the Precept for 2026-2027 at £7000. Cllr I. Bower seconded. **All Agreed**

#### **049/2025 Village Hall Management Governance - Cllr T. Bartlett**

A 'Terms of Reference' proposed document had been circulated to Councillors, Clerk and the current VHC Chair in advance of the meeting. Cllr T. Bartlett outlined the main points including the annual rent, membership of RCCE, insurance and financial auditing that will all be covered by the Parish Council. Whilst guidance from the RCCE had been taken into consideration regarding the status of a group to manage the village hall. Having considered two options Councillors had decided on a hybrid version that would enable all those currently on the VHC to continue and also have a single councillor in attendance at all meetings. A question was made about the necessity to have two signatories on the village hall accounts. This was included in the Terms of Reference document as it needed to be clear this was required practice but one of the signatories did not need to be a councillor. However, the Parish Clerk needed to be given viewing rights on all the accounts.

Cllr M. Stuchfield proposed accepting the Terms of Reference. Cllr I. Bower seconded. **All Agreed**

The Clerk to post this document onto the website once Cllr T. Bartlett has sent the Clerk the final agreed copy.

#### **050/2025 Village Hall Lease update Cllr T. Bartlett**

Good progress has been made with PCC. A charity commission registered surveyor has been acting as an intermediary for the renewal of the lease and has proposed a fully repairing lease for 99 years which has been agreed by the PCC. Being 99 year lease an EPC is currently not required. Conditions include an annual rent of £500.00p (which will be offset by the churchyard maintenance grant which is no longer being paid), and is subject to a 5 year review in line with commercial rental price index with a major review after 25 years. The Lessee will have the right to terminate the lease with 12 months notice. The Diocese legal fees are required to be paid by PPC once the lease is finalised. The PCC can still have meetings in the village hall FOC. Cllr T. Bartlett asked Councillors to be given the authority to sign the new lease when agreed with the Diocese

provided the terms are substantially unaltered. Cllr D. Wright proposed and Cllr I. Bower seconded. **All Agreed**

**051/2025 Support to request extending the village 30mph speed limit - Cllr T. Bartlett**

A resident made a presentation on extending the village 30mph speed limit. The resident is prepared to approach ECC for the speed limit to be moved. The Parish Council is required to submit the proposal to ECC Councillor, BDC Councillor and then onto the LHP. Following discussions, it was agreed that extending the 30MPH speed limit should be supported, but to also make a request for a more extensive assessment of the village speed limits by the Essex Highways Authority.

Cllr M. Stuchfield proposed in supporting this project. Cllr I. Bower seconded. **All Agreed**

**052/2025 Public Participation Session**

The Chair invited questions and observations from members of the public present.

The member of the press asked when the Solar Farm s106 money was received. The Clerk advised the money was received on 22<sup>nd</sup>. May 2025. The Chair suggested that this money should be spent on a lasting legacy for the benefit of the community rather

The member of the press also asked what progress was being made on the filling of the Councillor vacancy. The Chair advised that this was being addressed with an interview being held with a candidate following the conclusion of the meeting.

**053/2025 Items for Next Agenda**

Village Hall Lease: 2026-2027 Budget: Speed limit in village – update: solar Farm update on biodiversity: 2026 meeting dates: Co-Option:

**054/2025 Date of Next Full Council meeting – Wednesday 14<sup>th</sup>. January 2026 at 7.30pm**

**Future 2026 meeting dates - 8<sup>th</sup>. April 2026: 13<sup>th</sup>. May 2026: 9<sup>th</sup>. September 2026: 11<sup>th</sup>. November 2026**

**055/2025 Closure of the Meeting**

To Close the meeting having considered and determined all items of business

The Chair then closed the meeting at 9.15pm and thanked everyone for attending



	BANK RECONCILIATION			
Financial year ending 31.03.26				
Bank Balance as at	30.04.25	31.05.25	30.06.25	31.07.25
Unity Trust Bank - Current a/c	£ 7,677.75	£ 6,722.30	£ 6,716.30	£ 710.30
Unity Trust Bank - EMR a/c	£ 2,753.85	£ 12,753.85	£ 12,794.62	£ 18,794.62
<b>Total:</b>	<b>£ 10,431.60</b>	<b>£ 19,476.15</b>	<b>£ 19,510.92</b>	<b>£ 19,504.92</b>
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
<b>Net Bank Balances as at</b>	<b>£ 10,431.60</b>	<b>£ 19,476.15</b>	<b>£ 19,510.92</b>	<b>£ 19,504.92</b>
<b>CASH BOOK</b>				
Balance as at 01.04.25	£ 6,135.04	£ 6,135.04	£ 6,135.04	£ 6,135.04
Plus Receipts	£ 4,302.56	£ 14,408.85	£ 14,449.62	£ 14,449.62
<b>Total</b>	<b>£ 10,437.60</b>	<b>£ 20,543.89</b>	<b>£ 20,584.66</b>	<b>£ 20,584.66</b>
Less Payments	£ 6.00	£ 1,067.74	£ 1,073.74	£ 1,079.74
<b>Grand Total</b>	<b>£ 10,431.60</b>	<b>£ 19,476.15</b>	<b>£ 19,510.92</b>	<b>£ 19,504.92</b>
Difference	£ -	£ 0.00	£ 0.00	£ -
Bank Balance as at	31.08.25	30.09.25	31.10.25	30.11.25
Unity Trust Bank - Current a/c	£ 704.30	£ 4,198.30	£ 4,042.30	£ 1,927.50
Unity Trust Bank - EMR a/c	£ 18,794.62	£ 18,895.29	£ 18,895.29	£ 18,895.29
<b>Total:</b>	<b>£ 19,498.92</b>	<b>£ 23,093.59</b>	<b>£ 22,937.59</b>	<b>£ 20,822.79</b>
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
<b>Net Bank Balances as at</b>	<b>£ 19,498.92</b>	<b>£ 23,093.59</b>	<b>£ 22,937.59</b>	<b>£ 20,822.79</b>
<b>CASH BOOK</b>				
Balance as at 01.04.25	£ 6,135.04	£ 6,135.04	£ 6,135.04	£ 6,135.04
Plus Receipts	£ 14,449.62	£ 18,050.29	£ 18,050.29	£ 18,050.29
<b>Total</b>	<b>£ 20,584.66</b>	<b>£ 24,185.33</b>	<b>£ 24,185.33</b>	<b>£ 24,185.33</b>
Less Payments	£ 1,085.74	£ 1,091.74	£ 1,247.74	£ 3,362.54
<b>Grand Total</b>	<b>£ 19,498.92</b>	<b>£ 23,093.59</b>	<b>£ 22,937.59</b>	<b>£ 20,822.79</b>
Difference	£ -	£ -	£ -	£ -
Bank Balance as at	31.12.25			
Unity Trust Bank - Current a/c	£ 1,921.50			
Unity Trust Bank - EMR a/c	£ 18,999.42			
<b>Total:</b>	<b>£ 20,920.92</b>			
Less Unpresented cheques				
Total of unpresented cheques	£ -			
<b>Net Bank Balances as at</b>	<b>£ 20,920.92</b>			
<b>CASH BOOK</b>				
Balance as at 01.04.25	£ 6,135.04			
Plus Receipts	£ 18,154.42			
<b>Total</b>	<b>£ 24,289.46</b>			
Less Payments	£ 3,368.54			
<b>Grand Total</b>	<b>£ 20,920.92</b>			
Difference	£ -			



# Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

Mr Kevin Money  
Pentlow Parish Council  
7 Roach Vale  
Colchester  
CO4 3YN

**Date:** 31/12/2025

**Account Name:** Pentlow Parish Council

**Swift Code (BIC):** NWBKGB2L

**IBAN Number:** GB93NWBK60023571418024

**Sort Code:** 608301

**Account Number:** 20488712

Your arranged overdraft limit is £0.00

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## Contact Us

- Call us: 0345 140 1000
- Email us: [us@unity.co.uk](mailto:us@unity.co.uk)
- Visit us: [unity.co.uk](https://www.unity.co.uk)

## Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/11/2025		Balance brought forward	£0.00	£0.00	£1,927.50
31/12/2025	Fee	Service Charge	£6.00	£0.00	£1,921.50

Page number 1 of 2

Statement number 031

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Mr Kevin Money  
Pentlow Parish Council  
7 Roach Vale  
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**IBAN Number:** GB93NWBK60023571418024

**Sort Code:** 608301

**Account Number:** 20488725


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The credit interest rate is 2.10% AER as of your statement date.

## Contact Us

 Call us: 0345 140 1000

 Email us: [us@unity.co.uk](mailto:us@unity.co.uk)

 Visit us: [unity.co.uk](http://unity.co.uk)



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](http://FSCS.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](http://unity.co.uk/fscs)

Your Instant Access account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
30/11/2025		Balance brought forward	£0.00	£0.00	£18,895.29
31/12/2025	Credit Interest	Credit Interest	£0.00	✓ £104.13	✓ £18,999.42

Page number 1 of 2

Statement number 027

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PPC ACTUAL AGAINST BUDGET REPORT				
		Budget 2025/2026	Total Income / spend to Jan '26	Left in Budget as at Jan '26
<b>Income</b>	PRECEPT	7000	£ 7,000.00	
	OTHER INCOME	0	£ 10,000.00	
	GRASS CUTTING	0	£ -	
	STREET CLEANING	775	£ 802.56	
	VAT REFUND	0	£ 106.29	
	INTEREST	0	£ 245.57	
	<b>TOTAL</b>	<b>7775</b>	<b>£ 18,154.42</b>	
<b>Exp.</b>				
<b>Staff</b>	Salary	3791	£ 3,434.20	£ 356.80
	Office Allowance	0	£ -	£ -
	<b>TOTAL</b>	<b>3791</b>	<b>£ 3,434.20</b>	<b>£ 356.80</b>
<b>Adm.</b>				
	Office Expenses	116	£ 50.52	£ 65.48
	Audit Fees	110	£ 100.00	£ 10.00
	<b>TOTAL</b>	<b>226</b>	<b>£ 150.52</b>	<b>£ 75.48</b>
<b>General</b>	Telephone Box	50	£ -	£ 50.00
	Insurance	400	£ 241.00	£ 159.00
	EALC/NALC Subs	150	£ -	£ 150.00
	BDC Refuse vehicle	525	£ 241.67	£ 283.33
	Donations/PCC	500	£ 500.00	£ -
	Coronation Event	250	£ -	£ 250.00
	Parish Magazine	400	£ -	£ 400.00
	Bank Charges	72	£ 54.00	£ 18.00
	Meeting costs	50	£ -	£ 50.00
	Website	0	£ -	£ -
	Christmas Tree	150	£ 150.00	£ -
	Notice Board Maintenance	150		£ 150.00
	Contingency	1000	£ 50.00	£ 950.00
	Defibrillator	0	£ 50.00	<b>-£ 50.00</b>
	<b>TOTAL</b>	<b>3697</b>	<b>£ 1,286.67</b>	<b>£ 2,410.33</b>
	<b>GRAND TOTAL</b>	<b>7714</b>	<b>£ 4,871.39</b>	<b>£ 2,842.61</b>
	VAT		£ 58.43	
	<b>Total:</b>		<b>£ 4,929.82</b>	



	FINANCE NOVEMBER '25 - JANUARY 2026					
	INCOME: Bank Interest £104.13p:					
		EXPENDITURE				
Chq No.	Invoice No.	Payee	Cost	VAT	Total	PPC Ref
DD	Oct '25	Unity Trust Bank - Service Charge	£ 6.00	£ -	£ 6.00	15
DD	Nov '25	Unity Trust Bank - Service Charge	£ 6.00	£ -	£ 6.00	16
DD	Dec '25	Unity Trust Bank - Service Charge	£ 6.00	£ -	£ 6.00	17
BACS	Nov '25	Kevin B. Money - Clerk salary	£ 353.76	£ -	£ 353.76	18
BACS	Dec '25	Kevin B. Money - Clerk salary	£ 353.76	£ -	£ 353.76	19
BACS	Jan '26	Kevin B. Money - Clerk salary	£ 353.76	£ -	£ 353.76	20
BACS		Pentlow Parochial Church Council	£ 500.00	£ -	£ 500.00	21
		<b>TOTAL:</b>	<b>£1,579.28</b>	<b>£ -</b>	<b>£1,579.28</b>	
		Denotes already paid				