



Pebmarsh Parish Council



Chairman: Cllr H Anderson

Clerk: Mrs P Potter: 20 Gore Lane, Rayne, CM77 6TU: 07790 598363;
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MINUTES of the Annual Parish Council Meeting Wednesday 25 May 2016

Present:

Cllr H Anderson (Chairman)
Cllr J Holder (Vice-Chair)
Cllr P Crimmins
Cllr S Nott
Cllr J Tufnell

In attendance:

Mrs P Potter (Clerk)
District Cllr C Siddall
District Cllr G Spray

1. Election of Chairman

Cllr Anderson was Proposed by Cllr Holder, Seconded by Cllr T and elected unanimously as Chair of the Parish Council for the 2016/17 year. The declaration of acceptance of office was signed by Cllr Anderson and the Clerk.

2. Election of Vice-Chairman

Cllr Holder was Proposed by Cllr Anderson, Seconded by Cllr Tufnell and elected unanimously as Vice-Chair of the Parish Council for the 2016/17 year.

3. Apologies for Absence

None

4. Declarations of Interest

None

5. Minutes of the Parish Council Meeting Held 30 March 2016

It was Proposed Cllr Holder, Seconded Cllr Tufnell and unanimously agreed that the minutes of the meeting held on 30 March 2016 are a true record and were signed accordingly.

6. District and County Items

Reports were presented from County Cllr Finch and by District Cllr Spray at the Annual Parish Assembly immediately prior to this meeting and are attached to those minutes.

7. Public Forum

A member of the public asked if the CCTV still works in the Village Hall. The Clerk will contact the Village Hall Committee to find out the current status.

Following a discussion, it was agreed that the Parish Council agendas be put up on the noticeboard and on the website at least two weeks before the meetings, to ensure that it is seen in good time.

There was also a discussion regarding the poor broadband service in the village. It seems that there are 3 or 4 more people needed to sign up to County Broadband before this can be provided. There now is an aerial in the village to facilitate this service.

With regard to the project being delivered by Superfast Essex, the timescale for this is anytime up to 2018, with the date fluctuating from time to time. It was agreed that the Clerk will write to them to urge a faster rollout date. Cllr Spray reported that BDC are pushing for this to be rolled out sooner and the details for residents to send in their own complaints and requests for this to be quicker will be sent out on the Pebmarsh mailing list.

8. BDC Planning

8.1 Planning Applications:

- 16/00264/FUL: A&B Le Mote Cottages: Revised plans for reinstatement to a single dwelling, demolition of single and two storey rear extension and garage and erection of single and two storey rear extension with basement.
The Parish Council's previous representation still stands. No further comments to be made.

8.2: Planning Committee – *this was noted:*

- BDC Local Plan Sub-Committee: The Parish Council were asked to consider a change to the development boundary, which was rejected by majority.

8.3 Planning Results – *the following applications were all permitted:*

- 16/00323/FUL: Broomhills Farm, Catley Cross – Erection of feed and straw storage building.
- 16/00377/FUL: Blue Pales, Cross End – Erection of single storey side extension.
- 16/00334/FUL & 16/00335/LBC: Ivy Cottage, 2 Cripple Corner – Demolition of lean-to and flat roof extension and erection of new single storey extension with link block.
- 16/00388/FUL: Keepers Cottage, The Street – Replacement of side porch.

8.4 Planning Appeal – *this was noted:*

- 15/01562/FUL: Grove House, Cross End – Erection of first floor side extension.

9. Untidy Site – The Street

The BDC case officer reported that he had contacted the owner of the site and asked them to respond within 7 days with their intentions to rectify the situation. The Clerk will request an update.

10. Playground

Some maintenance work to replace some of the uprights on the climbing equipment will be going ahead, as well as a reduction to the height of the hedge nearest the Village Hall, to improve visibility. An order for new bark has also been requested to improve the surface.

11. Village Hall Noticeboard

It was agreed that the Clerk can pursue a repair to the Village Hall noticeboard glass, which has been broken by a stone flying up from the car park surface.

12. Finance

12.1 Finance Report

The latest finance reports were received.

12.2 The following cheques were approved for payment:

12.2.1	£ 413.84	Clerk Salary (April to May 2016)
12.2.2	£ 44.75	Clerk Expenses (April to May 2016)
12.2.3	£ 163.40	EALC – Affiliation Fees 16/17
12.2.4	£ 50.00	EALC – End of Year Accounting Course

12.2.5	£ 50.00	EALC – General Power of Competency Course
12.2.6	£ 675.15	Zurich Insurance Renewal
12.2.7	£ 18.00	BALC Annual Subscription 16/17
12.2.8	£ 218.76	EON Street Light Electricity 2015-16

12.3 Payments made between meetings were noted and approved:

12.3.1	£ 26.40	A & J Lighting Maintenance (April 2016)
12.3.2	£ 94.20	A & J Lighting Annual Maintenance Visit
12.3.3	£ 26.40	A & J Lighting Maintenance (May 2016)
12.3.4	£ 264.00	C Mortimer – grass cut/playground inspection (invoice 56)
12.3.5	£ 36.00	C Mortimer – grass cut/playground inspection (invoice 33)
12.3.6	£ 36.00	Chris Mortimer – playground inspection (23/02/16)
12.3.7	£1433.33	PWLB Loan Repayment

12.4 Monies received since the last meeting were noted:

12.4.1	£ 114.25	Grass Cutting Income (ECC)
12.4.2	£3912.00	Precept (1 st half – BDC)
12.4.3	£1468.00	Localism Fund Payment (BDC)
12.4.4	£ 78.00	Collection Fund Surplus Payment (BDC)
12.4.5	£ 817.09	Street Cleaning Payment (BDC)
12.4.6	£1435.00	Payment for Memorial Bench (<i>received 4 Jan 16</i>)

13. Insurance Renewal 2016/17

The renewal with Zurich Insurance was agreed at a premium of £675.15. This is currently in a Long Term Agreement until 1 June 2017. It was noted that it was an increase on last year of £48.08 (2015/16 premium was £627.07), however, there has been a rise in the Insurance Premium Tax from 6% to 9.5%, plus there were items added to the policy over the year, including the Council's laptop, noticeboard, defibrillator, telephone box and the Mark Collett memorial bench. It was agreed to approve the renewal at the quoted premium.

14. Approval of Accounts and Annual Governance Statements

To agree and sign the following:

14.1.1 Annual Governance Statement: the statement was read to the Council by the Clerk and each answer was considered and completed. It was Proposed Cllr Anderson, Seconded Cllr Tufnell and unanimously resolved that all details were correct and could be signed, which was duly undertaken by the Chairman and the Clerk.

14.1.2 Annual Statement of Accounts: the figures were agreed and it was Proposed Cllr Holder, Seconded Cllr Anderson and unanimously resolved that all details were correct and could be signed, which was duly undertaken by the Chairman and the Clerk.

The accounts and relevant paperwork will now be audited by the Internal Auditor before they are sent to the External Auditor to complete the process.

15. Update to Financial Regulations

This item was postponed to the July meeting.

16. Review of Appointed Representatives

The following representatives were agreed:

Planning Committee and Tree Wardens	Cllrs Holder, Anderson and Tufnell
Affordable housing	Cllr Anderson
Legal representative	Cllr Anderson
Playground/Playing Field	Cllrs Tufnell, Anderson
Bus shelters	Cllrs Tufnell
Recycling	Cllr Crimmins
Insurance	Cllr Anderson
Street lighting Representative	Cllr Crimmins

Communications
Village Hall Management Committee
Parish Cluster Representative
Civil Defence Emergency Planning
John Nott Charity representative
Footpaths Representative
Road/Community Transport
Grants

Clerk
Mr J Nott
any Parish Councillor
Cllr Tufnell
Mr G Tufnell
S Nott
Cllr Crimmins
Cllr Crimmins

17. Clerk's Report

A reminder had been received regarding the agreement to paint the lamp post in Mr Cuthbert's garden, which is provided for the benefit of the village. Cllr Crimmins said that he would look into arranging for this to be done.

18. Date of Next Meeting

The next meeting was provisionally arranged for 12 July, at 7.30pm in the Village Hall Committee Room. The Clerk will confirm once final agreement is reached.

19. Closure

The meeting closed at 9.30pm.

Signed

Chairman

Date