



Pebmarsh Parish Council



Chairman: Cllr H Anderson

Clerk: Mrs P Potter: 20 Gore Lane, Rayne, CM77 6TU: 07790 598363;
pebmarshpc@hotmail.com

The next
Parish Council Meeting
will be held on
21 November 2017

in the Village Hall, for the purpose of transacting the following business:

AGENDA

1. Apologies for Absence

Members are reminded that the LGA1972, s85 states that apologies for absence must be received prior to a meeting.

2. Declarations of Interest

To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting.

3. Minutes of the Parish Council Meetings Held 27 September 2017 and 9 October 2017

To agree and sign the minutes of the previous two Parish Council meetings.

4. District and County Items

- 4.1 ECC Issues
- 4.2 BDC Issues

5. Public Forum

Opportunity for the public to raise issues or ask questions of Councillors on other issues.

6. Village Hall Hire – Dog Club

To discuss issues regarding the hall hire.

7. BDC Planning

7.1 Planning Applications:
None

7.2 Planning Committee

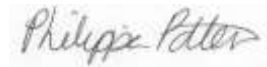
- 17/01791/FUL: Tall Trees, The Street – Ground floor side and rear extensions, formation of 3 roof dormers on rear and enlargement of roof dormer on front. *There no comments or objections to this application.*

7.3 Planning Results – *the following applications were permitted:*

- 17/01323/LBC: King's Head Pub, The Street – Replacement of rotten suspended timber floor in bar area, replacement of glazed stair door with fire door.
- 17/01454/FUL: King's Head Pub, The Street – Repair and resurfacing of car park.

- 8. Kings Head – Loan Application**
To receive an update.
- 9. Street Light Options**
To receive estimates of costings for three options to upgrade the parish street lights and to agree whether to pursue any of these and if so, whether to consider a loan to cover the cost.
- 10. Review of Standing Orders**
To undertake a review of the Standing Orders
- 11. Review of Financial Regulations**
To undertake a review of the Financial Regulations
- 12. Health and Safety Policy and Risk Assessment**
To agree to approve the Health and Safety Policy and Risk Assessment.
- 13. Personnel Policies**
To agree to approve the following policies:
- Grievance Policy
 - Disciplinary Policy
- 14. Playground Maintenance**
To receive a report on maintenance required and to agree how to progress.
- 15. Finance**
- 15.1 Finance Report
To receive the latest finance reports.
- 15.2 Cheques to be approved for payment:
- | | | |
|--------|----------|--|
| 15.2.1 | £ 422.20 | Clerk Salary (October to November 2017) |
| 15.2.2 | £ 117.06 | Clerk Expenses (October to November 2017) |
| 15.2.3 | £ 660.00 | Hansson Horticulture: Grass cutting, maintenance |
| 15.2.4 | £ 418.10 | S Wells: Village sign refurbishment |
| 15.2.5 | £ 102.00 | Play Inspection Company: Annual Inspection Sept 17 |
- 15.3 Payments made between meetings:
- | | | |
|--------|----------|--|
| 15.3.1 | £ 26.40 | A & J Lighting Maintenance (October 2017) |
| 15.3.2 | £ 26.40 | A & J Lighting Maintenance (November 2017) |
| 15.3.3 | £ 243.54 | A & J Lighting – Repairs (lights at War Memorial and Church) |
| 15.3.3 | £ 700.00 | Strutt & Parker: Glebe Land Payment |
- 15.4 Monies received since the last meeting
- | | | |
|--------|----------|--|
| 15.4.1 | £ 360.00 | Refund from EALC under Clerk's Bursary Schem |
| 15.4.2 | £ 23.33 | Reimbursement from Alphamstone & Lamarsh Parish Council for Clerk training |
| 15.4.3 | £ 123.64 | HMRC – VAT repayment |
- 16. Direct Debit for Information Commissioner's Office Data Protection Registration**
To agree to set up a direct debit for this annual payment and for two signatories to sign the direct debit mandate.
- 17. NatWest Bank Accounts – Administration**
To agree to complete and sign forms enabling a previous Parish Councillor to be removed as a signatory from the accounts and to reinstate the Clerk as the main contact for the administration of the accounts. To also agree to lodge a complaint regarding the mismanagement of the original request for the Clerk to be the main contact.

- 18. Budget and Precept 2018/19**
To progress discussions and agreement on the 2018/19 budget and precept demand.
- 19. Exclusion of Public and Press**
To resolve to exclude the press and public from item 20, under the Public Bodies (Admission to meetings) Act 1960 as the item contains confidential personnel information.
- 20. Clerk Contract of Employment and Job Description**
To formally agree the job description and written contract of employment for the Clerk.
- 21. Date of Next Meeting**
To set the date of the next meeting.



Philippa Potter
Clerk to the Council
17 November 2017