



Pebmarsh Parish Council



Chairman: Cllr H Anderson

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

Minutes of the Annual Parish Council Meeting 23 May 2017

Present: Cllr Anderson
Cllr Holder
Cllr Crimmins
Cllr Sharp
Cllr Tufnell
Clerk: Mrs P Potter

4 members of the public

1. Election of Chairman

It was Proposed Cllr Tufnell, Seconded Cllr Sharp and unanimously resolved to elect Cllr Anderson as Chairman for the forthcoming year.

2. Election of Vice-Chairman

It was Proposed Cllr Tufnell, Seconded Cllr Anderson and unanimously resolved to elect Cllr Holder as Vice-Chairman for the forthcoming year.

3. Apologies for Absence

Apologies were received from County Cllr Finch, District Cllr Spray and District Cllr Siddall.

4. Declarations of Interest

- Cllr Anderson declared a non-pecuniary interest in item 9. Dispensation has been granted to allow Cllr Anderson to take part in discussions and voting on this item.
- Cllr Tufnell declared a non-pecuniary interest in item 9. Dispensation has been granted to allow Cllr Tufnell to take part in discussions and voting on this item.
- Cllr Sharp declared a non-pecuniary interest in item 9. Dispensation has been granted to allow Cllr Sharp to take part in discussions and voting on this item.
- Cllr Crimmins declared a non-pecuniary interest in item 9. Dispensation has not been granted to Cllr Crimmins due to the nature of involvement in the project.

5. Minutes of the Parish Council Meeting Held 13 March 2017

It was Proposed Cllr Sharp, Seconded Cllr Tufnell and unanimously agreed that the minutes are a true record and were signed accordingly.

6. District and County Items

- 6.1 ECC Issues – Cllr Finch was not present at the meeting but his report will be made available on the Parish Council website.
- 6.2 BDC Issues – Cllrs Spray and Siddall were not present at the meeting but their reports were read out at the Annual Parish Assembly immediately preceding this meeting and will be available on the website.

7. Public Forum

None raised.

8. BDC Planning

8.1 Planning Applications:

- 17/00761/VAR: Barley Mow Cross End Pebmarsh Essex CO9 2NU - Application for variation of Condition 2 of approved application 16/01818/FUL - To keep the structural integrity of the existing first floor external wall to the property and negate the need for an additional steel. *The Parish Council agreed that there was no comment and no objection to this application.*
- 17/00775/FUL & 17/00776/LBC: Collins Farm, Collins Road, Pebmarsh – Internal Works. *The Parish Council agreed that there was no comment and no objection to this application.*

8.2: Planning Committee

None

8.3 Planning Results – *these were noted:*

the following applications were all permitted:

- 16/02128/FUL: 3 Mill Lane – Erection of single storey side extension.
- 17/00251/FUL: Scotts Farm, Cripple Corner: Erection of single storey side extension.
- 17/00407/FUL & 17/00408/LBC: Spoons Hall, Levitts Corner – Dismantling and rebuilding of an outbuilding.

9. Kings Head

Cllr Anderson proposed that the guidance be read and the paperwork be progressed to a stage where an application can be made. It was agreed that there must be a robust business case for putting this application back before the Parish Council, to show that due diligence is being undertaken with the proposal. This will then be brought back to the next available Parish Council meeting for agreement before it is submitted for approval. and all information

10. Glebe Lane – Deed of Variation

It was Proposed Cllr Anderson, Seconded Cllr Tufnell and unanimously resolved to agree to the terms of the Deed of Variation. The Deed was then signed by the Chairman and Clerk and Cllr Holder as witness. The Clerk will return the document to the Landlord's solicitors.

11. Insurance Renewal 2017/18

It was Proposed Cllr Holder, Seconded Cllr Tufnell and unanimously resolved to renew the Parish Council's insurance with Aon on the Long Term Agreement for 3 years, at a premium of £644.69.

12. Finance

12.1 Finance Report

The latest finance reports were received.

12.2 The following cheques were approved for payment:

12.2.1	£ 422.20	Clerk Salary (April to May 2017)
12.2.2	£ 151.14	Clerk Expenses (April to May 2017)
12.2.3	£ 166.88	EALC – Affiliation Fees 17/18
12.2.4	£ 644.69	Zurich Insurance Renewal 17/18
12.2.5	£ 249.86	EON Street Light Electricity 2016-17
12.2.6	£ 38.40	Playground Inspection 27/4/17 (Inv: 205)

12.3 Payments made between meetings were noted and approved:

12.3.1	£ 26.40	A & J Lighting Maintenance (April 2017)
12.3.2	£ 26.40	A & J Lighting Maintenance (May 2017)

12.4 Monies received since the last meeting – these were noted:

12.4.1	£ 114.25	Grass Cutting Income (ECC) (15/3/17)
12.4.2	£3930.00	Precept (1 st half – BDC)
12.4.3	£ 979.00	Localism Fund Payment (BDC)
12.4.4	£ 150.00	Collection Fund Surplus Payment (BDC)

13. Approval of Accounts and Annual Governance Statements

The Clerk had previously circulated the end of year accounts and bank reconciliation to Councillors. The Annual Return for the external audit was completed and signed as follows:

13.1.1 Annual Governance Statement

It was Proposed Cllr Crimmins, Seconded Cllr Anderson and unanimously resolved that all questions are answered 'yes', except for question 8, which is not applicable to this Council. The Statement was signed by the Chairman and Clerk.

13.1.2 Annual Statement of Accounts

It was Proposed Cllr Crimmins, Seconded Cllr Holder and unanimously resolved that the presented figures are correct and the statement was signed accordingly by the Responsible Financial Officer and the Chairman.

14. Review of Appointed Representatives

The following representatives were agreed for 2017/18:

Planning Committee and Tree Wardens	Cllrs Holder, Anderson and Tufnell
Affordable housing	Cllr Anderson
Legal representative	Cllr Anderson
Playground/Playing Field/	
Bus shelters representative	Cllrs Tufnell, Sharp
Recycling	Cllr Holder
Insurance	Cllr Anderson
Street Lighting Representative	Cllr Crimmins
Communications	Clerk
Village Hall Management Committee	Mr J Nott
Parish Cluster Representative	any Parish Councillor
Civil Defence Emergency Planning	Cllrs Tufnell, Crimmins
John Nott Charity	Mr G Tufnell
Footpaths Representative	Cllr M Sharp
Road/Community Transport	Cllr Crimmins
Grants	Cllr Crimmins

15. Clerk's Report

Nothing further to report at this meeting.

16. Date of Next Meeting

The date of the next meeting will be agreed.

17. Closure

Signed
Chairman

Date