



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 meeting held 20 March 2018

Present: Cllr Anderson (Chair) Mrs P Potter (Clerk)
Cllr Crimmins District Cllr C Siddall
Cllr Sharp County Cllr D Finch

1. Apologies for Absence

Apologies were received and accepted from Cllr Holder, Cllr Tufnell and District Cllr Spray.

2. Declarations of Interest

- Cllr Crimmins declared a substantial non-pecuniary interest in items 6.1 and 7 as Company Secretary of Pebmarsh Community Pub Ltd.

3. Minutes of the Parish Council Meeting held 24 January 2018

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

4. District and County Items

- 4.1 ECC Issues: County Cllr Finch attended the meeting and spoke about three different funding streams which the parish could benefit from if there are eligible projects in the pipeline. These are the Local Connections Fund, the Local Services Fund and the Essex Lottery. Cllr Finch will send the links for all of these to the Clerk.

With regard to the Council Tax bills for the 2018/19 financial year, due to reductions in funding received from central government, a rise has had to be levied at an overall rate of around 5%.

Essex County Council are still striving to reduce costs through this next financial year, with the aim of reducing to a lower tax base in the 2019/20 year, once all significant costs have been stripped out. Funding has been put into the provision of broadband, provision of further schools and school places and an extra £3 million has been put into Highways, to cope with the increased number of potholes due to the recent bad weather. The Chairman thanked County Cllr Finch for attending and for his report.

- 4.2 BDC Issues: District Cllr Siddall attended and updated the Council on the current position of the BDC Local Plan, which has been delayed until the autumn. Part One of the Plan has been examined by the Planning Inspectorate but an additional day has been requested in May, to continue the hearing, on a part of the evidence base which had not been put forward in time. Therefore, this will delay the Examination of Part Two, until later in the year. The Chairman thanked Cllr Siddall for attending.

5. Public Forum

None

6. BDC Planning

6.1 Planning Applications:

- 18/00318/FUL: Linkwood Stud, Catley Cross – Erection of dwelling for manager engaged in the operation of the horse breeding facilities and agricultural enterprise at Linkwood Stud (replacement of existing temporary dwelling). *It was Proposed Cllr Anderson, Seconded Cllr Sharp and unanimously Resolved to request that if this application were approved that a condition is imposed to limit the occupancy of the dwelling to those employed by the Stud as outlined in the application, and in accordance with RLP12.*
- 18/00339/LBC: King's Head, The Street – Re-roofing. *Due to interests declared, the Council was not quorate for this application, therefore, the Planning Committee will determine the Council's response.*
- 18/00357/LBC: Manor House, The Street – Demolition and re-build of chimney stack. *It was Proposed Cllr Anderson, Seconded Cllr Sharp and unanimously Resolved that the Parish Council has no comment and no objection to this application.*

6.2 Planning Committee

None

6.3 Planning Results – *it was noted that the following applications were permitted:*

- 17/00405/TPOCON: Heritage House, Mill Lane – Works to trees. *There were no comments or objections to this application.*
- 18/00020/AGR: Collins Farm, Collins Road – Prior notification of agricultural or forestry development – erection of extension. *No comments required.*

7. Kings Head – Loan

Cllr Anderson updated the Council in that he has received papers from the solicitors, which are being progressed. Once this paperwork is ready to be finalised, the final stage of the loan can be arranged.

8. Playground Maintenance

- It was Proposed Cllr Sharp, Seconded Cllr Anderson and unanimously Resolved to approve the work authorised between meetings, by the Chairman and Clerk, at £490 for repairs to the playground, under Financial Reg 4.1.
- It was Proposed Cllr Sharp, Seconded Cllr Anderson and unanimously Resolved to agree to the purchase of bark at £230, to reinstate the playground surface to the required levels and to fund the repair of the rope bridge on the junior multiplay equipment, by Playquip Leisure Company at £437.
- Further to the report provided by the Clerk outlining the options pursued and quotes to replace the condemned toddler multiplay equipment, it was Proposed Cllr Anderson, Seconded Cllr Crimmins and unanimously Resolved to purchase the slide and installation from Playquip Leisure Company priced at £2,412.50.
- It was agreed to request grant funding from BDC to put towards the playground.
- To discuss any other issues with regard to the playground – no further issues were identified at this time.

9. Parking and Road Safety – The Street

- It was Proposed Cllr Anderson, Seconded Cllr Crimmins and unanimously Resolved to submit an ECC Local Highways Panel request for yellow zigzag lines to be implemented.
- A meeting has been arranged with the Headteacher at the Primary School to discuss a joint approach between the Parish Council and the school with regard to parking and road safety issues. It was agreed to discuss their opinion regarding the application for yellow zigzag lines outside the school, parking issues at the Village Hall and the War Memorial Green and any other relevant issues.

10. Internal Controls Review and Policy

Internal controls were reviewed and it was Proposed Cllr Anderson, Seconded Cllr Sharp and unanimously agreed that the systems are adequate and effective. The Internal Controls Policy was discussed and it was Proposed Cllr Anderson, Seconded Cllr Sharp and unanimously Resolved to adopt the Internal Controls Policy.

11. Review of Operational and Financial Risk Assessment

The Operational and Financial Risk Assessment was reviewed and it was Proposed Cllr Crimmins, Seconded Cllr Anderson and unanimously agreed that the document be agreed and adopted.

12. Asset Register

The Asset Register was reviewed and it was Proposed Cllr Anderson, Seconded Cllr Sharp and unanimously Resolved to agree that the document is correct and up to date.

13. Street Light Options

To agree how to progress the consultation with parishioners, regarding the various options for upgrading the village street lights. It was Proposed Cllr Crimmins, Seconded Cllr Sharp and unanimously agreed to consult via a questionnaire. This will be launched at the Annual Parish Assembly, with paper copies available at the pub, on the website and sent out on the mailing list.

14. Finance

14.1 Finance Report

The latest finance reports were received.

14.2 It was Proposed Cllr Anderson, Seconded Cllr Sharp and unanimously Resolved to make the following payments:

14.2.1	£ 422.20	Clerk Salary (Feb to March 18)
14.2.2	£ 47.58	Clerk Expenses (Feb to March 18)
14.2.3	£1000.00	Donation – church clock repairs

14.3 Payments made between meetings were noted and approved:

14.3.1	£ 26.40	A & J Lighting Maintenance (February 2017)
14.3.2	£ 26.40	A & J Lighting Maintenance (March 2018)
14.3.3	£ 75.34	Emergency Plan Supplies
14.3.4	£ 20.00	Street Light Provision

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

14.4.1	£ 7.08	Interest receipt on NS&I Account
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15. NatWest Complaint

The Clerk advised that the complaint had now been escalated to the Financial Ombudsman, as no resolution had been reached.

16. General Data Protection Regulations

The Clerk updated the Parish Council regarding the upcoming implementation of the above legislation and the processes which will need to be put in place by the Parish Council.

17. Date of Next Meeting

The Clerk will liaise with the Village Hall to arrange the date of the Annual Parish Assembly and the Annual Parish Council meeting. This will be advised via the noticeboards and website.

Signed: Chairman **Date**