



Pebmarsh Parish Council



Chairman: Cllr H Anderson

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

The
Annual Parish Council Meeting

will be held on

Wednesday 16 May 2018

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

AGENDA

- 1. Election of Chairman**
To elect the Chairman for the forthcoming year and to receive a signed Declaration of Acceptance of Office.
- 2. Election of Vice-Chairman**
To elect the Vice-Chairman for the forthcoming year.
- 3. Apologies for Absence**
Members are reminded that the LGA1972, s85 states that apologies for absence must be received prior to a meeting.
- 4. 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.
- 5. Minutes of the Parish Council Meeting Held 20 March 2018**
To agree and sign the minutes of the previous Parish Council meeting.
- 6. District and County Items**
 - 6.1 ECC Issues
 - 6.2 BDC Issues
- 7. Public Forum**
Opportunity for the public to raise issues or ask questions of Councillors.
- 8. BDC Planning**
 - 8.1 Planning Applications:
 - 18/00734/FUL: Greathouse, The Street – Removal of conservatory and porch and erection of two storey rear extension.
 - 8.2: Applications Pending Consideration by BDC
 - 18/00513/COUPA: Le Mote Farm, Cross End – Notification for prior approval for a proposed change of use of agricultural buildings to a flexible use within shops, restaurants, leisure etc.
 - 18/00508/FUL: Grove House, Cross End – Extension in addition to first floor side extension.

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

- 18/00318/FUL: Linkwood Stud, Catley Cross – Dwelling for manager engaged in operation of horse-breeding facilities etc. *A condition was imposed to limit the occupation to those employed in the horse breeding and agricultural facility etc.*
- 18/00339/LBC: Kings Head, The Street – Re-roofing of building.
- 18/00357/LBC: Manor House, The Street – Demolition and rebuilding of chimney stack.
- 18/00447/LBC: Kings Head, The Street – internal remodelling.

9. Kings Head Loan Agreements

9.1 To resolve to sign the legal agreement between the Parish Council and Pebmarsh Community Pub Ltd regarding the loan.

9.2 To agree to sign the loan paperwork to apply to the Public Works Loan Board.

10. Insurance Renewal 2018/19

To agree to the renewal of the Parish Council's Insurance Policy.

11. Street Cleaning Agreement 2018/19

To agree to renew the agreement with BDC.

12. General Data Protection Regulations (GDPR)

12.1 To receive the Data Audit and agree to the actions arising

12.2 Privacy Notice – to agree and adopt this Notice

12.3 Privacy Notice for Staff, Councillors and Role-Holders – to agree and adopt this Notice.

12.4 Data Protection Policy – to agree and adopt

12.5 Subject Access Policy – to agree and adopt

13. Dropbox – Access to Documents

To discuss accessing Parish Council documents via Dropbox.

14. Village Hall Emergency Response Supplies

To agree items to purchase under the Emergency Plan.

15. Annual Parish Assembly Arrangements

To agree to the agenda and items for the Annual Parish Assembly – being held 30 May 2018.

16. Finance

16.1 Finance Report

To receive the latest finance reports.

16.2 Cheques to be approved for payment:

16.2.1 £ 437.98 Clerk Salary: April – May 2018

16.2.2 £ 39.44 Clerk Expenses: April – May 2018

16.2.3 £ 169.07 EALC/NALC Affiliation Fee 18/19

16.2.4 £ 283.09 Eon – Street Light Electricity

16.2.5 £ 656.60 Zurich Municipal - Insurance

16.3 Payments made between meetings:

16.3.1 £ 26.40 A & J Lighting Maintenance (April 2018)

16.3.2 £ 26.40 A & J Lighting Maintenance (May 2018)

16.3.3 £ 120.84 A & J Lighting Repair (paid in March 18)

16.3.4 £ 20.00 Grass Cutting Payment

16.4	<u>Monies received since the last meeting</u>	
16.4.1	£ 868.50	Footpath Cutting Income (ECC)
16.4.2	£4075.00	Precept (1 st half – BDC)
16.4.3	£ 490.00	Localism Fund Payment (BDC)
16.4.4	£ 134.00	Collection Fund Surplus Payment (BDC)
16.4.5	£ 114.25	Grass Cutting Income (ECC)
16.4.6	£ 200.00	District Councillor Grant Funding (Playground)

17. Review of Appointed Representatives

To agree/update the following representatives:

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, Anderson
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	Cllr Tufnell
John Nott Charity representative	Mr G Tufnell
Footpaths Representative	Cllr M Sharp
Road/Community Transport	Cllr Crimmins
Grants	Cllr Crimmins

18. Exclusion of the Public and Press

To resolve to exclude the public and press, under the Public Bodies (Admissions to Meetings) Act 1960, from item 19, as it contains confidential personnel information.

19. NALC Clerk Pay Scales April 18 – April 19

To receive the increased pay scales and agree to their implementation.

20. Date of Next Meeting

To set the date of the next meeting.



Philippa Potter
Clerk to the Council
11 May 2018