



# Pebmarsh Parish Council



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**Chairman: Cllr H Anderson**

**Clerk: Mrs P Potter:** 20 Gore Lane, Rayne, CM77 6TU: 07790 598363;  
[pebmarshpc@hotmail.com](mailto:pebmarshpc@hotmail.com)

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## Minutes of the Parish Council Meeting held 20 March 2019

**Present:** Cllr Anderson, Cllr Holder, Cllr Crimmins, Cllr Tufnell, Cllr Sharp  
Clerk – P Potter  
3 members of the public

**1. Apologies for Absence**

None

**2. Declarations of Interest**

None.

**3. Minutes of Previous Parish Council Meetings**

It was Proposed Cllr Anderson, Seconded Cllr Holder and unanimously agreed that the minutes of the Parish Council Meeting held 15 January 2019 are a true record and were signed accordingly.

**4. District and County Items**

4.1 ECC Issues – not present

4.2 BDC Issues – not present

**5. Public Forum**

None

**6. BDC Planning**

**6.1 Planning Applications:**

- 19/00064/TPOCON: The Wildings The Street Pebmarsh Essex CO9 2NH - Notice of intent to carry out works to tree in a Conservation Area - Fell 1 Silver Birch. It was Proposed Cllr Anderson, Seconded Cllr Crimmins and unanimously resolved to support this application.

**6.2 Applications Pending Consideration by BDC:**

- 18/00206/TPOCON: Willow Cottage, Mill Lane – works to trees – *no objections*
- 18/01941/OUT: Linkwood Stud, Catley Cross – Development of horse breeding facilities, including quarantine barn, with change of use for the siting of a mobile home – *objection made to the siting of a mobile home*. It was Proposed Cllr Anderson, Seconded Cllr Sharp and unanimously resolved to maintain the Parish Council's objection to this application.

6.3 Planning Results – these were noted:

*the following applications were granted:*

- 18/02284/FUL: King's Head, The Street - Rear single storey kitchen extension.
- 18/02275/LBC: King's Head, The Street - Single storey rear extension, internal alterations to form additional toilet facilities, etc.

*The following application was withdrawn:*

- 18/01613/FUL: Brookbank House, Kings Mead – Demolition of flat roofed garage and replace with pitched roofed garage with gym/store and playroom – *no objections*

## **7. Pebmarsh Village Hall - Custodian Trustees**

Further to previous discussions and information received from the RCCE, it was Proposed Cllr Anderson, Seconded Cllr Tufnell and unanimously Resolved that the Parish Council noted the terms of the resolution that the Village Hall Committee intend to pass at their next meeting appointing the Parish Council as Custodian Trustee of the Village Hall Charity (no 277426), and therefore agree to become their Custodian Trustee, on the terms of this Resolution. A copy of these minutes will be sent to the Village Hall Committee and the RCCE and a copy of the Village Hall Committee minutes detailing the resolution above, to be received by the Parish Council.

## **8. Nott Family Trust**

The finalities of the Parish Council agreeing to become Custodian Trustees to the Nott Family Trust were discussed. It is intended that a Parish Councillor be Trustee at all times and the Parish Council hold the legal title to the three pieces of land, in trust, for the Nott Family Trust, and act as a backstop in the event of there being no trustees.

It was therefore Proposed Cllr Anderson, Seconded Cllr Holder and unanimously Resolved that the Parish Council become Custodian Trustees of the Nott Family Trust and that Cllrs Anderson and Holder are authorised to proceed with the signing of the legal documents as per Standing Order 22 (b).

## **9. Playground**

A discussion took place around how to proceed with looking at adding new equipment to the playground, either by adding to an existing piece of equipment or by replacing the whole unit. The price for a slide to be added to the large climbing frame would be in the region of £2661 to £3256, according to an explanatory quote received from Playquip Leisure. It was agreed to look at this further and research possible grant funding. Some fundraising would be required from the village to put towards the project, which will also assist with grant funding and the Parish Council will also look at how much they could also put towards it. Rubber safety surfacing was also briefly discussed, with the costs for either rubber chippings or bonded rubber being quite high. These issues will be looked into and be brought back to a future agenda.

## **10. Footpath Map**

A quote for updating and reissuing the footpath map had been received, in the sum of £332 for 500 copies. It was Proposed Cllr Sharp, Seconded Cllr Tufnell and unanimously resolved to accept this quote and progress the printing and distribution of the maps.

## **11. Highways**

Cllr Anderson updated the meeting with details of the works which ECC Highways are putting forward to the Local Highways Panel to agree. This will include the yellow zigzag 'school' lines outside the primary school, the relocation of one of the 'school' signs and the installation of a new sign approaching the junction at the war memorial, new signage at the bridge and the adjustment of the give way lines at the junction of Mill Lane and The Street. ECC will advise the Parish Council of the outcome.

**12. Financial Regulations**

It was Proposed Cllr Anderson, Seconded Cllr Holder and unanimously Resolved to adopt the Financial Regulations.

**13. Finance**

13.1 Finance Report

The latest finance reports were received.

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

- 13.2.1           £ 437.97       Clerk Salary (Feb – March 19)
- 13.2.2           £ 34.56         Clerk Expenses (Jan to March 19)

13.3 Payments made between meetings were noted and approved:

- 13.3.1           £ 26.40        A & J Lighting Maintenance (Feb 19)
- 13.3.2           £ 26.40        A & J Lighting Maintenance (Mar 19)
- 13.3.3           £ 263.10       A & J Lighting Maintenance (repair)
- 13.3.4           £ 358.80       A & J Lighting – New Lamp Mill Lane

13.4 Monies received since the last meeting

None

**14. Annual Reviews**

It was Proposed Cllr Anderson, Seconded Cllr Holder and unanimously Resolved that the following documents be approved and adopted:

- 14.1 Operational and Financial Risk Assessment
- 14.2 *Financial Regulations – these were approved in item 12 above*
- 14.3 Internal Controls and Policy
- 14.4 Health & Safety Policy
- 14.5 Asset Register

**15. Date of Next Meeting**

The date of the Annual Parish Council meeting will be Wednesday 8 May 2019.

Signed .....  
Chair

Date .....