



# Pebmarsh Parish Council



Chairman: Cllr P Crimmins

Clerk:

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## MINUTES of the meeting held **19 June 2019** in Pebmarsh Village Hall

**Present:** Cllr P Crimmins, Cllr D Ballard, Cllr L Bradley-Flack, Cllr M Sharp  
P Potter, Clerk  
Seven members of the public

**1. Apologies for Absence**

Apologies were received and accepted from Cllr Tufnell.

**2. Declarations of Interest**

None

**3. Minutes of the Parish Council Meeting Held 8 May 2019**

It was Proposed Cllr Sharp, Seconded Cllr Bradley-Flack and unanimously resolved that the minutes of the meeting held 8 May 2019 are a true record and were duly signed.

**4. District and County Items**

- 4.1 ECC Issues - none
- 4.2 BDC Issues - none

**5. Public Forum**

A member of the public asked whether there was a new application for a mobile phone mast, as this is on the agenda. The Parish Council replied to say that this is a Parish Council driven initiative to try to resolve the issue by providing an agreed site and investigating who from, and how, a mast could be gained. Another member of the public spoke to say that she had been visited on her land by surveyors who were from a company looking for mast sites – they were turned away.

The Parish Council explained that since the last unsuccessful application, the rules around how these are sited and installed has changed and that land owners were no longer being compensated and that any land could be taken for this purpose, however, exact details of the current situation are being investigated at present.

**6. Linkwood Stud**

To receive information from the applicants at Linkwood Stud and discuss future planning applications.

The owners of Linkwood Stud attended the meeting to outline their plans for a new planning application to be submitted to Braintree District Council, which will request permission to include accommodation within the quarantine barn itself, rather than siting a mobile home on the land.

They offered to show PPC members around the site to show where this would be, which was welcomed. The Parish Council will then formulate their response once the application has been notified.

## 7. **Mobile Phone Mast**

Cllr Crimmins explained that it was a priority for the Parish Council to pursue the installation of a mobile phone mast for Pebmarsh as soon as possible. The Chair of Little Maplestead Parish Council attended the meeting, as Cllr Crimmins has contacted neighbouring Parish Councils to ask if they would like to join up to pursue this aim together, to provide the minimum number of masts to cover the maximum area of Pebmarsh and surrounding villages. Cllrs Crimmins and Ballard with therefore take this initiative forward and invite neighbouring parishes to attend a meeting to agree how to progress.

## 8. **Internal Audit**

The internal audit for 2018/19 was received, which has been undertaken and signed by the Internal Auditor, with the following recommendations made:

- Internal Financial Checks – These need to be undertaken quarterly, and it was Proposed Cllr Crimmins, Seconded Cllr Ballard and resolved that Cllr Bradley-Flack will take the lead on this.
- All invoices to be initialled by the two signatories who sign the cheques – to be implemented immediately.
- Asset insurance values to be updated on the asset register – this has been done for 18/19 financial year but needs to be completed for the 19/20 year.
- Unpresented payments straddling financial years should be shown in the earlier year's accounts – this was noted but will not be an issue for the 19/20 financial year.

It was Proposed Cllr Crimmins, Seconded Cllr Ballard that the report was therefore accepted and the above recommendations were agreed to take forward.

## 9. **Approval of the Annual Governance Statement 2018/19 – AGAR Part 1**

It was Proposed Cllr Crimmins, Seconded Cllr Sharp and unanimously Resolved that all answers to the Annual Governance Statement were 'yes' except for the question regarding trusts, as this was not applicable.

## 10. **Approval of the Accounting Statements 2018/19 – AGAR Part 2**

It was Proposed Cllr Crimmins, Seconded Cllr Sharp and unanimously Resolved to accept the figures in the Accounting Statements in Part 2 of the AGAR and to sign accordingly.

## 11. **BDC Planning**

### 11.1 Planning Applications:

- 19/00891/FUL: Linkwood Stud, Catley Cross – Alterations to existing storage and distribution building to create an additional dwelling – *It was Proposed Cllr Ballard, Seconded Cllr Bradley-Flack and resolved to make no comments and no objections to this application.*
- 19/01012/FUL: Land at Water Lane, Pebmarsh – Erection of one dwelling with associated access, parking and landscaping. Amendment to approved scheme under reference 18/01626/FUL, including repositioning of house and garage, enlargement of garage and minor amendments to house fenestration – *It was Proposed Cllr Sharp, Seconded Cllr Bradley-Flack and resolved to make no comments and no objections to this application.*

### 11.2 Applications Pending Consideration by BDC – this was noted:

- 19/00717/FUL: Broomhills Farm, Catley Cross, Pebmarsh – Agricultural building - *supported*

### 11.3 Planning Results

None

**12. Bank Signatories**

It was Proposed Cllr Ballard, Seconded Cllr Bradley-Flack and agreed to appoint Cllr Ballard as a signatory to the Parish Council accounts.

**13. Playground**

It Proposed Cllr Sharp, Seconded Cllr Crimmins and resolved to purchase bark for the playground with a budget of up to £1000. The Clerk will investigate the best supplier for the bark and make arrangements for it to be laid, in accordance with all necessary regulations.

**14. Projects, Grants and Funding Initiatives**

It was agreed that the following projects would be investigated, costed and prioritised, for further discussion:

- Bus Shelters - The shelter at the end of Oak Road, requires painting and new felt for the roof.
- Street Lighting – Cllr Ballard is looking into reinstating street lights outside the church. This will need discussion and permission from ECC Highways to progress.
- Football Field –Fencing and security to be looked into and costed.
- Pebmarsh in Bloom – Costs to supply plants and labour have been gained and a working party needs to be set up to progress the project, with the possibility of requesting a start up amount from the District Councillor scheme.
- Junior Parish Councillor Programme – Interest for this is to be looked into and reported back.

**15. Finance**

**15.1 Finance Report**

The latest finance reports were received.

**15.2** It was Proposed Cllr Sharp, Seconded Cllr Ballard and unanimously Resolved to make the following payments:

15.2.1	£ 106.62	Clerk Salary June 19
15.2.2	£ 84.40	Office Expenses May to June 19
15.2.3	£ 125.00	Internal Audit Fee – L Rowland
15.2.4	£ 20.00	Grass cutting payment

**15.3 Payments made between meetings were noted and approved:**

15.3.1	£ 26.40	A & J Lighting Maintenance (June 19)
15.3.2	£ 668.89	Zurich Municipal – Parish Council Insurance
15.3.3	£ 102.00	Play Inspection Company – Jan 19 Inspection
15.3.4	£1978.70	PWLB – Loan for PCPL

**15.4 Monies received since the last meeting were noted:**

15.4.1	£ 870.83	BDC – Street Cleaning Payment
15.4.2	£1978.70	Receipt of loan payment from PCPL

**16. Date of Next Meeting**

The next meeting will be held on 17 July 2019.

Signed .....  
Chairman

Date .....