

PEBMARSH PARISH COUNCIL MINUTES

Of the meeting held 29th May 2024

Present: Cllr M Sharp, Cllr B Nott, Cllr L Darroux
Clerk – Mrs Shelley Boydell
District Councillors – Cllr G Courtauld
County Councillor – none
Members of Public – none

MINUTES – ANNUAL GENERAL MEETING

- 1.(29/05/2024) Apologies for Absence** – Cllr G Coutauld, Cllr G Spray, C P Schwier
- 2.(29/05/2024) To elect a Chairman for 2024/25** – Cllr Michael Sharp
- 3.(29/05/2024) To elect a Vice-Chairman for 2024/25** – Cllr Belinda Nott
- 4.(29/05/2024) Complete Acceptance of Office forms and hand in Register of Interest forms**
To be completed via email

MINUTES – PARISH COUNCIL MEETING

- 5.(29/05/2024) Apologies for Absence** – Cllr G Coutauld, Cllr G Spray, C P Schwier
- 6.(29/05/2024) Declarations of Interest** – Cllr B Nott – Haul Road
- 7.(29/05/2024) Minutes of previous Parish Council Meetings**
The minutes were agreed by all and will be signed by the Chairman in due course.
- 8.(29/05/2024) District / County Councillors Reports**
Gabrielle Spray – report circulated and noted
- George Courtauld – George is a trustee of Halstead and Earls Colne Education Charity which helps students with university, exams etc with help with books, computers etc. The district council have been checking their policies on their cemeteries.
- 9.(29/05/2024) Clerk's Report** – noted
- 10.(29/05/2024) Public Forum** – it was noted that the centre of the village is a conservation area and this means that planning is required for many things including the changing of windows or appearance of the area. To help ensure that the local residents are aware of the requirements it was discussed that a map of the conservation area should be put up online to explain – Braintree District Council produced a map in 2012
ACTION – Clerk to locate the map at put it on social media, the website and also the notice board.
- The School would like to help fundraise
ACTION – Cllr L Darroux to meeting with School Representative and public representative as a “village working group” to begin discussions.
- 11.(29/05/2024) Parish Upkeep & Village Matters**
- Playground – Cllr L Darroux is currently working on funding.
 - Application for 20mph limit – **ACTION – Clerk to liaise with Cllr G Spray**
 - No update on Haul Road
 - Village Hall car park – **ACTION – Chairman to speak to school re missed donations for car park over the past few years and to discuss increasing the payment. PC agreed to arrange for the car park to be levelled with road plainings.**
Discussions regarding increasing the size of the car park with a new sign in the future.

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12.(29/05/2024) Finance

- a) *finance report noted*
- b) **ACTION - PC to investigate an estimated value of Glebe Land and consider a proposal to the Diocese to purchase with the view of applying for levelling up fund to fund 80% of cost.**
- c) *To approve Certificate of Exemption – AGAR 2022/23 - **APPROVED***
- d) *To approve Annual Governance Statement 2022/23 - **APPROVED***
- e) *To approve Annual Statement of Accounts 2022/23 - **APPROVED***
- f) *To agree confirmation of the dates of the period for the exercise of public rights - **APPROVED***
- g) *To note Annual Internal Audit Report 2022/23 - **APPROVED***
- h) *To confirm internal auditor for 2024/25 - **APPROVED***
- i) *To consider insurance renewal with Zurich for £738.22. - **APPROVED***
- j) *Review Asset Register – to review / remove / add items (current register circulated) - **add the value of climbing wall and remove laptop, then APPROVED***
- k) *Review Standing Orders and Financial Regulations **APPROVED***
- l) *Review Risk Management Schedules **APPROVED***
- m) *Consider new policies, including communication policy, grievance policy, equality and diversity policy & disciplinary policy – to be discussed at the next meeting*

13.(29/05/2024) Items for Next Agenda

Consider new policies, including communication policy, grievance policy, equality and diversity policy & disciplinary policy

Defibrillator instructions and check the process for the original defibrillator that is not owned by the Parish Council.

Village Sign - repointed

14.(29/05/2024) Dates of Next Meetings

- 24th July 2024 Parish Council Meeting
- 11th September 2024 Parish Council Meeting
- 4th December 2024 Parish Council Meeting

Meeting closed 21:00

Signed by Chairman Cllr Michael Sharp