

Pentlow Parish Council

Parish Clerk / RFO: Kevin B. Money
 7 Roach Vale Colchester Essex CO4 3YN
 Tel: 07810781509 email pentlowparishcouncil@gmail.com
 www. <https://e-voice.org.uk/pentlowparishcouncil>

Dear Councillor

You are requested to attend the forthcoming meeting of Pentlow Parish Council to be held in the Village Hall on **TUESDAY 23rd. JANUARY 2024 at 7pm** for the purpose of transacting the business ONLY shown on the agenda

KBMoney Kevin B. Money - Clerk to the Council – 17th. January 2024

Tel: 07810781509: email pentlowparishcouncil@gmail.com

FULL COUNCIL MEETING AGENDA

- 001/2024 Chairman welcome**
- 002/2024 Apologies for Absence**
- 003/2024 Declaration of Interest**
 To declare any Disclosable Pecuniary, Pecuniary or non-Pecuniary Interest relating to items on the agenda
- 004/2024 To approve the Minutes of the last meeting of Pentlow Parish Council**
 To receive and agree the minutes of the last PPC meeting held on 10th. October 2023
- 005/2024 Matters arising**
- 1) Pinkuah Arms ACV
 - 2) Twenty's Plenty Campaign update
 - 3) Community Speedwatch update
- 006/2024 Essex County Councillors report – ECC Cllr P. Schwier**
- 007/2024 District Councillors report – BDC Cllr I. Parker**
- 008/2024 Public Participation Session**
 The Chairman will invite questions and observations from members of the public present.
- 009/2024 Footpath Maintenance and cutting update**
- 010/2024 Telephone Box – Councillors to discuss any repairs required**
- 011/2024 Planning Application/s**
- 012/2024 Planning Decision/s made by BDC affecting Pentlow**
23/02169/HH - Bellsden Lodge Belchamp Road Pentlow Essex CO10 7JS
 Single storey rear and side extensions, removal of a chimney stack and changes to existing window
Application GRANTED
- 013/2024 Solar farm construction – update on development**
- 014/2024 Finance**
- a) To receive the Bank balances as at 31st. December 2023
 - b) To receive the comparison of Actual against Budget 2023/24
 - c) Councillors to agree the January 2024 finances and to agree a transfer of any funds to meet the Parish Council's financial requirements
- 015/2024 Budget 2024/2025 - Councillors to finalise the budget expenditure for 2024/2025**
- 016/2024 Village Hall – Items to discuss**
- 017/2024 Items for Next Agenda**
- 018/2024 Date of Next Full Council meetings – TBC**
- 019/2024 Closure of the Meeting**
 To Close the meeting having considered and determined all items of business
 Agenda for the meeting on Tuesday 23rd. January 2024

Pentlow Parish Council

Parish Clerk / RFO: Kevin B. Money
 7 Roach Vale Colchester Essex CO4 3YN
 Tel: 07810781509 email pentlowparishcouncil@gmail.com
 www. <https://e-voice.org.uk/pentlowparishcouncil>

Minutes of the Parish Council meeting held on Tuesday 10th. October 2023 at 7pm in the Village Hall.

Present: Cllrs J. Calver (Chairman), R. Simnett (Vice-Chairman), D. Wright, T. Bartlett, M. Stuchfield, ECC Cllr P. Schwier, BDC Cllr I. Parker and Kevin B. Money (Parish Clerk).
 There were also 3 members of the public present

054/2023 Chairman welcome The Chairman welcomed everyone to the meeting

055/2023 Apologies for Absence None received

056/2023 Declaration of Interest

To declare any Disclosable Pecuniary, Pecuniary or non-Pecuniary Interest relating to items on the agenda
None Declared

057/2023 To confirm the appointment of Mr. Kevin B. Money as Parish Clerk / RFO to Pentlow Parish Council as from 1st. September 2023. All Agreed

058/2023 To approve the Minutes of the last meeting of Foxearth & Liston Parish Council
 To receive and agree the minutes of the last PPC meetings held on 9th. May, 27th. June & 1st. August 2023
All Agreed

059/2023 Matters arising

1) Pinkuah Arms Assets of Community Values

A case officer has been assigned to this application. No further update received.

A planning application is being submitted for a change of use. Following any enforcement issue.

2) Twenty's Plenty Campaign update

Nothing further to report. As Pentlow is not a populated area there is little chance of having a 20mph in the village.

3) Community Speedwatch update

A speed survey will cost £350. To be discussed at another meeting

4) School Road Planning Issues update

Clare Cottage, School Road planning issues update. The property was only of residential use prior to the current owner using part of the garden and garage for business purposes. A Freedom of Information request (FOI) was put in by local residents to BDC to see what enforcement officer's notes exist and it was seen there was no mention of the new access that has been created on this very narrow stretch of road close to a bend and junction. It is believed that Highways consent should have been sought. Near residents are considering querying BDC on the newly formed access but have noted that deliveries related to the business appear to have ceased. Environmental health department has been involved to stop burning of commercial waste.

5) Councillors to confirm NEW PPC website address and PPC email address.

The new email pentlowparishcouncil@gmail.com

The new website address is www. <https://e-voice.org.uk/pentlowparishcouncil> **All Agreed**

6) Clerk Handover. The handover went smoothly with some items still to be handed to the new Clerk.

More items were handed to the Clerk at this meeting.

060/2023 Essex County Councillor report – ECC Cllr P. Schwier

- Updates sent out on a regular basis
- Essex schools have been affected by RACK with little loss of school time
- Essex Park & Ride - the costs are being capped at 2023 levels for 2024
- Highway Highlights bulletin has been circulated

Signed

J. Calver
 Chairman

23rd. January 2024

- £14.2m spent on highway issues. Providing weather is good a vast number of Highways issues will be resolved.
- Potholes are being repaired at an alarming pace. It has been noted that there have been road repairs between Foxearth and Rodbridge addressing some significant potholes but there are still further road repairs required in both Foxearth and Pentlow which have been highlighted by council inspectors.
- Outstanding rating from Ofsted
- Waste Recycling centre survey has started
- Waste Strategy for Essex survey continues until 21st. November 2023
- Both surveys are available in all Essex libraries

Councillors asked questions on reporting potholes but should there be a need for emergency workers to repair dangerous potholes quickly? When reporting any issues to ECC please use "What 3 Words"

Cllr P. Schwier left the meeting

061/2023 District Councillor report – BDC Cllr I. Parker

- Garden waste collection is now a subscription service. This is to fill the budget gap
- BDC cannot raise Council Tax by more than 3%
- 30th. November is the latest to sign up for a discount to the subscription fee
- Verge cutting – Trialling to cut just once a year. With the lack of verge cutting motorists are forced into the middle of the road
- Level up fund has opened – Rural prosperity fund. Capital projects only between £10,000 and £50,000
- Halstead Town centre is being refurbished
- BDC Cllr. I. Parker took Dan Gascoyne CEO of BDC around her ward

Cllr I. Parker left the meeting

062/2023 Public Participation Session

The Chairman will invite questions and observations from members of the public present.

Nothing from the public

063/2023 Footpath Maintenance and cutting update

Verbal and email complaints about footpath maintenance. Councillors decided to return to ECC for future cutting. The Clerk to contact Essex County Council to hand back the 2024/2025 season

064/2023 Refuse vehicle – For information. The next visit to Pentlow has been arranged

A leaflet will be produced for delivery to all households

065/2023 Planning Applications

23/02033/LBC - Peartree Cottage Belchamp Road Pentlow Essex CO10 7JS

Proposed replacement of existing timbers, replacement of existing plinth flashings, Increase height of door to barn and minor internal works.

Due to planning response constraints Pentlow Parish Council submitted the following response before the deadline.

Pentlow Parish Council has no objections to this planning application but it is worth noting that ECC has commented but it is not clear whether these comments have been addressed.

23/02169/HH - Bellsden Lodge Belchamp Road Pentlow Essex CO10 7JS

Single storey rear and side extensions, removal of a chimney stack and changes to existing window

RESOLVED: It was reported that the new application was now only for the single storey rear extension as well as the removal of chimney and changes to an existing window. The roof of the rear extension has now been changed to a slightly sloping design. **The Parish Council response was agreed as 'No comment'**

066/2023 Planning Decisions made by BDC affecting Pentlow

Councillors noted the Planning Decisions made by BDC affecting Pentlow

23/01475/HH - Pannells Ash Farm West Belchamp Road Pentlow Essex CO10 7JT

Retention of outbuilding, proposed shed and installation of EV charger and oak mounting post

Application WITHDRAWN

23/01484/LBC – Willow Barn Bower Hall Lane Pentlow Essex CO10 7FY

Retention of Addition of two windows to porch enclosure and replace roof from felt to slate. External flue to the East elevation gable wall including moving adjacent doorway. **Pending Decision**

Signed

J. Calver
Chairman

23rd. January 2024

23/01615/HH – Bellsden Lodge Belchamp Road Pentlow Essex CO10 7JS

Single storey rear and side extensions, removal of a chimney stack and changes to existing window

Application REFUSED**067/2023 Solar farm construction – update on development**

A check on the planning conditions should be looked at. A check on the planning conditions should be looked at. Works are being undertaken at night. Replace with: There was concern expressed that works might be taking place after dark. No floodlighting of the area is permitted. Hedging should be erected ASAP. All planning conditions must be adhered to and there was some feeling that not all construction vehicles had been using the 'defined route' of the traffic management plan. IE coming from Foxearth direction rather than via Cavendish.

068/2023 Finance

a) To receive the Bank balance as at 30th. September 2023

Councillors noted the Bank balance as at 30th. September 2023

b) To receive the comparison of Actual against Budget 2023/24

Councillors noted the comparison of Actual against Budget 2023/24

c) Councillors to agree the September and October 2023 finances and to agree a transfer of any funds to meet the Parish Council's financial requirements. **All Agreed**

d) Councillors to sign the "Account application submission" form from Unity Trust Bank

Councillors signed the "Account application submission" form from Unity Trust Bank. This will now be sent electronically to Unity Trust Bank.

069/2023 Budget 2024/2025

Councillors discussed the projected budget expenditure for 2024/2025

Cllr J. Calver proposed the budget of £7775.00p for 2024/2025. Cllr R. Simnett seconded. **All Agreed.**

This resulted in a Precept demand from Braintree District Council of £7000.00p for 2024/2025. No increase from 2023/2024 year. The 2024/2025 Band D figure will be supplied to the Clerk in January '24 from BDC

070/2023 Village Hall Lease – update

No update on the village hall lease

Councillors to discuss at a future meeting whether the village hall is needed in the village. A resident consultation will be required before any final decision is made. To renew the lease will cost money.

071/2023 Items for Next Agenda

Items for the January '24 agenda to be supplied to the Clerk by 12th. January 2024 at the latest.

072/2023 Date of Next Full Council meetings – Tuesday 23rd. January 2024 at 7pm

073/2023 Councillors to agree the 2024 meeting dates. This item was deferred to the next meeting

074/2023 Closure of the Meeting

To Close the meeting having considered and determined all items of business

The Chairman then closed the meeting at 9pm and thanked everyone for attending

Signed

J. Calver
Chairman

23rd. January 2024

Report for Parish Councils from Cllr Iona Parker, Braintree District Council – Jan 2024

- **Devolution** – Greater Essex (Essex CC plus the 2 unitaries, Thurrock and Southend) has been offered a level 2 devolution deal by the Government. This involves the creation of a Greater Essex Combined Authority but no directly elected mayor. The Combined Authority would be a new institution in which the three authorities alongside the Police, Fire and Crime Commissioner will take collective decisions on the powers and budgets that Government devolves down to Greater Essex under the deal. There will be representatives from the district, borough and city councils on the Combined Authority. There are currently discussions underway with Government about the level of funding and the precise powers which will be devolved which will be centred around skills, support for business, strategic transport planning and nature recovery. Once the discussions have concluded (probably in December), ECC will conduct a full public consultation on the deal. The deal will enable give Essex greater control over strategic levers and will give Essex a stronger voice in Whitehall.
- **Safer Streets funding, Halstead** – The Police, Fire and Crime Commissioner has secured £300,000 of funding from the Government’s safer streets funding in Halstead which has been match funded by a further £150,000 from BDC, Halstead Town Council and others. This will address anti-social behaviour in parts of Halstead and will build on the successful scheme in Witham which has resulted in significant reductions in crime and fear of crime.
- **Budget** – BDC has started the process for setting the Council’s budget for 2024/25 and the medium term financial strategy for the next 4 years. Despite measures that have already been taken, BDC is still facing a budget gap over the next 4 years of over £2m due to economic and national factors (e.g. wage inflation, additional pressures due to legislative changes, lack of clarity re central government funding). We are looking at ways of plugging this gap through cost savings and raising income. There will be particular focus on how we can work more efficiently, including increasing the number of services we share with other authorities.
- **Planning** – Before Christmas the Government announced changes to the National Planning Policy Framework which removed the requirement for Councils with an up-to-date Local Plan, such as Braintree, to demonstrate a 5 year supply of deliverable homes when considering new applications. Councils still have to demonstrate a 5 year supply in relation to applications already submitted but BDC can now demonstrate this. This will put us in a much better position to resist speculative planning applications on sites not allocated for development in the Local Plan.
- **Waste and recycling** – Around 27,000 properties have signed up for the year round garden waste collection which has brought in income of £700,000 for the Council. As part of efforts to reduce the volume of residual waste, a decision has been taken to no longer collect side waste from 1st April (ie waste contained in bin liners next to the black bin).
- **Local Council Tax Support Scheme** – This is a scheme to help those on low incomes who are struggling to pay their Council Tax. BDC has introduced a revised scheme which will increase the level of support for households on the lowest incomes, replace the current means-tested scheme with a simpler banded scheme and make the scheme easier to administer.

- **Bus transport** – I am pleased to report that following the consultation on passenger transport in Essex, ECC have agreed to retain the DaRT3 minibus service that operates in our villages. This service was threatened with closure and I would like to thank all those who took part in the consultation.
- **Parking in Sudbury** – You may have seen that Babergh DC are considering introducing parking charges in Sudbury. I have written to the leader of Babergh DC and asked him to consult the villages in Essex on the plans but I regret without success.



DOOR CLOSER £91.00 + VAT



DOOR CLOSER ARM KIT £24.20 + VAT

TELEPHONE

TELEPHONE SIGN £15.20 + VAT

	BANK RECONCILIATION			
Financial year ending 31.03.24				
Bank Balance as at	30.04.23	31.05.23	30.06.23	31.07.23
Lloyds Bank - Current a/c	£ 9,799.85	£ 8,906.88	£ 7,615.58	£ 7,175.58
Total:	£ 9,799.85	£ 8,906.88	£ 7,615.58	£ 7,175.58
Less Unpresented cheques		£ 74.79	£ 3,668.00	£ 3,228.00
Total of unpresented cheques	£ -	£ 74.79	£ 3,668.00	£ 3,228.00
Net Bank Balances as at	£ 9,799.85	£ 8,832.09	£ 3,947.58	£ 3,947.58
CASH BOOK				
Balance as at 01.04.23	£ 4,968.07	£ 4,968.07	£ 4,968.07	£ 4,968.07
Plus Receipts	£ 4,831.78	£ 4,921.71	£ 4,921.71	£ 4,921.71
Total	£ 9,799.85	£ 9,889.78	£ 9,889.78	£ 9,889.78
Less Payments	£ -	£ 1,057.69	£ 5,942.20	£ 5,942.20
Grand Total	£ 9,799.85	£ 8,832.09	£ 3,947.58	£ 3,947.58
Difference	£ 0.00	£ -	£ 0.00	£ 0.00
Financial year ending 31.03.24				
Bank Balance as at	31.08.23	30.09.23	31.10.23	30.11.23
Lloyds Bank - Current a/c	£ 3,947.58	£ 7,195.58	£ 6,643.94	
Unity Trust Bank - Current a/c				£ 6,643.94
Unity Trust Bank - EMR a/c				£ -
Total:	£ 3,947.58	£ 7,195.58	£ 6,643.94	£ 6,643.94
Less Unpresented cheques	£ -	£ -	£ -	£ -
Total of unpresented cheques	£ -	£ -	£ -	£ -
Net Bank Balances as at	£ 3,947.58	£ 7,195.58	£ 6,643.94	£ 6,643.94
CASH BOOK				
Balance as at 01.04.23	£ 4,968.07	£ 4,968.07	£ 4,968.07	£ 4,968.07
Plus Receipts	£ 4,921.71	£ 8,421.71	£ 8,421.71	£ 8,421.71
Total	£ 9,889.78	£ 13,389.78	£ 13,389.78	£ 13,389.78
Less Payments	£ 5,942.20	£ 6,194.20	£ 6,745.84	£ 6,745.84
Grand Total	£ 3,947.58	£ 7,195.58	£ 6,643.94	£ 6,643.94
Difference	£ 0.00	£ 0.00	£ 0.00	£ 0.00
Financial year ending 31.03.24				
Bank Balance as at	31.12.23			
Unity Trust Bank - Current a/c	£ 188.07			
Unity Trust Bank - EMR a/c	£ 5,010.17			
Total:	£ 5,198.24			
Less Unpresented cheques				
Total of unpresented cheques	£ -			
Net Bank Balances as at	£ 5,198.24			
CASH BOOK				
Balance as at 01.04.23	£ 4,968.07			
Plus Receipts	£ 8,431.88			
Total	£ 13,399.95			
Less Payments	£ 8,201.71			
Grand Total	£ 5,198.24			
Difference	£ -			

PPC ACTUAL AGAINST BUDGET REPORT					
		Agreed 2023/24	Total Income / spend to Jan '24	Left in Budget as at Jan '24	Anicipated left in budget as at 31.03.24
Income	PRECEPT	7000	£ 7,000.00		
	OTHER INCOME	0	£ -		
	GRASS CUTTING	0	£ 1,473.60		
	STREET CLEANING	779.18	£ 779.18		
	VAT REFUND	0	£ 89.93		
	INTEREST	0	£ 10.17		
	TOTAL	£ 7,779.18	£ 9,352.88		
Exp.					
Staff	Salary	3310	£ 6,029.34	-£ 2,719.34	-£ 3,323.46
	Office Allowance	288	£ 96.00	£ 192.00	£ 192.00
	TOTAL	3598	£ 6,125.34	-£ 2,527.34	-£ 3,131.46
Adm.					
	Office Expenses	337	£ 713.75	-£ 376.75	-£ 376.75
	Audit Fees	252	£ 210.00	£ 42.00	£ 42.00
	TOTAL	589	£ 923.75	-£ 334.75	-£ 334.75
General	Telephone Box	50	£ 46.90	£ 3.10	£ 3.10
	Insurance	327	£ 326.18	£ 0.82	£ 0.82
	EALC/NALC Subs	148	£ 74.79	£ 73.21	£ 73.21
	BDC Refuse vehicle	238	£ 415.63	-£ 177.63	-£ 177.63
	Donations/PCC	600	£ 620.00	-£ 20.00	-£ 20.00
	Coronation Event	260	£ 227.46	£ 32.54	£ 32.54
	Parish Magazine	400	£ 400.00	£ -	£ -
	Bank Charges	72	£ 10.57	£ 61.43	£ 36.00
	Meeting costs	40	£ 40.00	£ -	£ -
	Website	150	£ -	£ 150.00	£ -
	Christmas Tree	120	£ -	£ 120.00	£ -
	Notice Board Maintenance	0			-£ 50.00
	Contingency				
	Election cost	0	£ 58.37	-£ 58.37	-£ 58.37
	Grass cutting	0	£ 460.50	-£ 460.50	-£ 460.50
	TOTAL	2405	£ 2,680.40	-£ 275.40	-£ 620.83
	GRAND TOTAL	6592	£ 9,729.49	-£ 3,137.49	-£ 4,087.04
	VAT		£ 326.52		
	Total:		£ 10,056.01		

FINANCE JANUARY 2024						
INCOME: ECC £921.00p:						
EXPENDITURE						
Chq No.	Invoice No.	Payee	Cost	VAT	Total	PPC Ref
BACS		K. Hoye - Final salary + Expenses	£ 1,552.24	£ -	£ 1,552.24	22
BACS	Jan '24	Kevin B. Money - Clerk salary	£ 302.06	£ -	£ 302.06	23
		<u>TOTAL:</u>	£ 1,854.30	£ -	£ 1,854.30	

PPC 2024/2025 BUDGET REPORT

		Agreed 2023/24	Agreed 2024-2025 Budget	
Income	Precept	7000	7000	
	Other Income	0	0	
	Grass Cutting	0	0	
	Street Cleaning	779.18	775	
	VAT	0	0	
	TOTAL	£ 7,779.18	7775	
Exp.				
Staff	Salary	3310	3650	£302.06p per month x 12
	Office Allowance	288	0	No office allowance taking
	TOTAL	3598	3650	
Adm.				
	Office Expenses	337	330	Reduce to appropriate level
	Audit Fees	252	100	Internal Audit fee only required
	TOTAL	589	430	
General				
	Telephone Box	50	50	Same as 2023/2024
	Insurance	327	400	Increase by 10%
	EALC/NALC Subs	148	150	Same as 2023/2024
	BDC Refuse vehicle	238	500	Increase in costs
	Donations/PCC Grass cutting	600	500	Reduce to appropriate level
	Village Events	260	250	Same as 2023/2024
	Parish Magazine	400	400	Same as 2023/2024
	Bank Charges	72	72	Same as 2023/2024
	Meeting costs	40	50	Increase by 10%
	Website	150	0	Not required as in-house
	Christmas Tree	120	150	
	Notice Board Maintenance	0	150	New heading
	Contingency		1023	New heading
	TOTAL	2405	3695	
	GRAND TOTAL	6592	7775	
			2024/2025	109.05 BDC Tax base
			2024/2025	£ 64.19 Band D