

PENTLOW PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD ON 9 MAY 2023 AT 7.00 PM IN THE VILLAGE HALL

- 46 PRESENT – MR J CALVER – CHAIR
MR D WRIGHT
MR T BARTLETT
MISS R SIMNETT
MRS K HOYE – CLERK
- 47 MEMBERS OF THE PUBLIC – 2
- 48 MEMBERS OF ESSEX POLICE – 3
- 49 APOLOGIES – MISS M DAVIES
- 50 SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE FOR COUNCILLOR
THESE WERE DULY SIGNED BY ALL COUNCILLORS.
- 51 ELECTION OF CHAIR AND VICE CHAIR
CLLR CALVER WAS PREPARED TO STAND AS CHAIR OF PENTLOW PARISH COUNCIL, PROPOSED BY
CLLR BARTLETT AND SECONDED BY CLLR SIMNETT.
CLLR SIMNETT WAS PREPARED TO STAND AS VICE CHAIR OF PENTLOW PARISH COUNCIL, PROPOSED BY
CLLR WRIGHT AND SECONDED BY CLLR BARTLETT.
ALL COUNCILLORS WERE IN AGREEMENT.
- 52 SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE FOR CHAIR AND VICE CHAIR
THESE WERE DULY SIGNED BY CLLR CALVER AS CHAIR AND CLLR SIMNETT AS VICE CHAIR.
- 53 COLLECTION OF REGISTER OF INTERESTS FORMS
THESE WERE COMPLETED BY ALL COUNCILLORS AND RETURNED TO THE CLERK, WHO WILL ARRANGE FOR
THEM TO BE SENT TO BRAINTREE DISTRICT COUNCIL, AS REQUESTED.
- 54 DECLARATIONS OF INTEREST – NONE WERE DECLARED
- 55 TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING HELD ON 14 MARCH 2023
COUNCILLORS AGREED THESE WERE A TRUE RECORD AND WERE THEREFORE SIGNED BY THE CHAIR
AS CORRECT.
- 56 MATTERS ARISING
- VILLAGE HALL UPDATE
IT IS UNDERSTOOD THE SURVEYOR WILL BE VISITING SHORTLY TO VIEW THE IMPROVEMENTS THAT HAVE
BEEN COMPLETED AND THE MAINTENANCE THAT HAS BEEN CARRIED OUT, THERE IS NO FURTHER UPDATE.

REFUSE VEHICLE HIRE

REPORT FROM 25 MARCH 2023

IT IS UNDERSTOOD THIS WAS WELL USED ONCE AGAIN, THERE WERE TWO REFUSE VEHICLES ONE FOR GENERAL WASTE AND ONE FOR UPHOLSTERED ITEMS, DUE TO THE CLERK BEING AWAY IT WAS NOT KNOWN HOW MANY PARISHIONERS USED THE SERVICE OR THE WEIGHT OF WASTE COLLECTED.

TO CONSIDER NEXT VISIT DATE

COUNCILLORS AGREED THIS SHOULD TAKE PLACE ON SATURDAY 4 NOVEMBER WITH ONE COLLECTION POINT AT THE VILLAGE HALL FROM 10.00 AM TO 12.00 NOON, CLLR CALVER TO MAKE THE BOOKING, A FLYER FOR ALL HOUSEHOLDS WILL NEED TO BE PRODUCED NEARER THE TIME.

SCHOOL ROAD PLANNING ISSUES UPDATE

UNFORTUNATELY THE SITUATION REMAINS ONGOING, THE CLERK HAS SPOKEN TO CLLR PARKER AND NOW HAS THE NAME OF THE CHIEF PLANNING ENFORCEMENT OFFICER, THE CLERK TO MAKE CONTACT.

PINKUAH ARMS COMMUNITY ASSET ORDER UPDATE

THE APPLICATION HAS BEEN RE-SUBMITTED, A REPLY IS AWAITED FROM BRAINTREE DISTRICT COUNCIL. POST MEETING NOTE - BRAINTREE DISTRICT COUNCIL HAVE SINCE ADVISED THE SECOND APPLICATION HAS ALSO BEEN UNSUCCESSFUL.

CORONATION CELEBRATIONS OF KING CHARLES III REPORT

THIS WAS A SUCCESSFUL EVENING AND WAS WELL SUPPORTED BY PARISHIONERS WHO ENJOYED AN EXCELLENT HOG ROAST AND A DISCO, TO COMPLETE THE CELEBRATIONS A BEACON WAS LIT.

2023 FOOTPATH MAINTENANCE UPDATE

CLLR CALVER REPORTED THE SAME LOCAL FARMER IS PREPARED TO CUT THE FOOTPATHS AGAIN, THE SERVICE LEVEL AGREEMENT WITH ESSEX COUNTY COUNCIL HAS BEEN SIGNED, A COPY OF WHICH WILL BE SENT TO THE CLERK.

POST MEETING NOTE – THIS HAS NOW BEEN RECEIVED.

57 PUBLIC PARTICIPATION

THE FOLLOWING COMMENTS WERE MADE

FOXEARH SPEED WATCH GROUP IS OPERATING, BORLEY WOULD ALSO LIKE TO BE INVOLVED, IT WAS SUGGESTED THAT ALL THREE VILLAGE JOIN FORCES, CONTACT DETAILS WERE EXCHANGED.

THE PARISH CLERK HAS CARRIED OUT AN EXCELLENT JOB OVER THE YEARS AND WILL BE GREATLY MISSED. NEIGHBOURHOOD WATCH WARNED OF 'HAWKERS' GOING ROUND THE VILLAGES AND FOR PARISHIONERS TO BE ON THEIR GUARD, INCIDENTS HAVE BEEN REPORTED TO THE POLICE.

58 2023 ANNUAL REPORT FROM PARISH COUNCIL CHAIR

THIS WAS MADE AVAILABLE, PLEASE SEE SEPARATE SHEET.

59 POLICE REPRESENTATIVE TO DISCUSS SPEED WATCH

THREE MEMBERS OF ESSEX POLICE WERE PRESENT, THE MOST RECENT POLICE REPORT FOR STOUR VALLEY NORTH WAS CIRCULATED, GENERAL ADVICE WAS GIVEN AND SUPPORT WAS OFFERED REGARDING SPEED WATCH AND THEY AGREED TO VISIT THE PARISH AND CARRY OUT SPEED CHECKS OVER THE COMING WEEKS. IT WAS ALSO NOTED THAT THE CLERK HAD ARRANGED FOR ESSEX POLICE RURAL ENGAGEMENT TEAM TO CARRY OUT SPEED CHECKS OVER THE EARLY MAY BANK HOLIDAY WEEKEND.

60 TO DISCUSS CASUAL VACANCY

THE CLERK HAS ADVERTISED THE VACANCY AND SPOKEN TO SEVERAL PARISHIONERS, INTEREST HAS BEEN EXPRESSED, THE CLOSING DATE FOR APPLICATIONS IS 1 JUNE 2023.

61 TO DISCUSS THE SOLAR FARM
REGARDING THE £10000.00 THAT MAY BE AVAILABLE TO THE PARISH ONCE THE SOLAR FARM IS OPERATIONAL AND PRODUCING ELECTRICITY, THE CLERK WILL RE-FORWARD THE ORIGINAL EMAIL TO CLLR WRIGHT WHO OFFERED TO MAKE ENQUIRIES WITH THE DEVELOPER, THE INFORMATION WOULD THEN BE SENT TO ALL COUNCILLORS AND THE PAPERWORK WOULD BE SIGNED BY THE CHAIR PROVIDING COUNCILLORS WERE IN AGREEMENT.

POST MEETING NOTE – THE COMMUNITY BRIBERY ACT COMPLIANCE LETTER AND THE COMMUNITY BENEFIT DEED WERE REVIEWED BY COUNCILLORS, ALL OF WHOM AGREED TO THE POINTS IN THE LETTER AND THAT THERE WERE NO ISSUES WITHIN THE DEED THAT WOULD PREVENT SIGNATURE, THEREFORE THE CHAIR SIGNED THE DEED WHICH WAS ALSO SIGNED BY A WITNESS, ON BEHALF OF THE PARISH COUNCIL, THE DEED HAS SINCE BEEN COUNTER SIGNED BY THE DEVELOPER.

62 TO AGREE NOTICE BOARD MAINTENANCE
THE NOTICE BOARD REQUIRES DE-NIBBING AND A COAT OF TREATMENT PRIOR TO THE WINTER, THE NECESSARY MATERIALS ARE ALREADY IN STOCK FROM PREVIOUS MAINTENANCE WORK, LABOUR WOULD BE THE ONLY EXPENSE, COUNCILLORS AGREED TO THIS WORK BEING CARRIED OUT.

63 TO DISCUSS DAMAGE TO BENCH
THE CLERK ADVISED THAT AS THE BRASS MEMORIAL PLAQUE HAD BEEN INTERFERRED WITH AND WAS PARTLY DETACHED, IT HAS BEEN REMOVED FOR SAFE KEEPING, THE CLERK OFFERED TO PURCHASE SOME ANTI THEFT SCREWS AND ARRANGE FOR THE PLAQUE TO BE RE-FITTED, COUNCILLORS AGREED TO THIS EXPENSE.

64 PLANNING CONSULTATION

30-03-23	23/00807/LBC	SIMPSONS FARM	NO COMMENTS
----------	--------------	---------------	-------------

65 FINANCE

TO CONFIRM AND SIGN ANNUAL INTERNAL AUDIT
THE CLERK PRESENTED THE DOCUMENTS AND LEDGER WHICH WERE THEN SIGNED BY THE CHAIR AND THE CLERK, THE CLERK WILL NOW MAKE ARRANGEMENTS FOR THE INTERNAL AUDIT TO BE CARRIED OUT.

CHEQUES PREVIOUSLY APPROVED + SIGNED

CHEQUE 189 – £ 74.79 – E.A.L.C. – AFFILIATION FEES

CHEQUE 190 – £ 49.24 – N.POWER – TELEPHONE BOX ELECTRICITY

CHEQUE 191 – £237.50 – BRAINTREE DISTRICT COUNCIL – REFUSE VEHICLE HIRE

CHEQUE 192 – £326.18 – B.H.I.B – ANNUAL INSURANCE

TO AGREE ANNUAL EXPENSES

THESE WERE ADVISED BY THE CLERK AND AGREED BY COUNCILLORS AS, THE ANNUAL PARISH MAGAZINE SUBSCRIPTION HAS BEEN INCREASED TO £400.00, THE CHURCH YARD MAINTENANCE GRANT WOULD REMAIN AT £500.00, THE DONATION TOWARDS THE PARISH CHRISTMAS TREE EVENT WOULD BE INCREASED TO £120.00, IT WAS NOTED THE NATIONAL ASSOCIATION OF LOCAL COUNCILS ARE STILL TO PRODUCE THE 2023 CLERK PAY SCALES, CHEQUES WOULD BE SIGNED ACCORDINGLY.

CHEQUES TO APPROVE + SIGN

CHEQUE 193 – £3228.00 – PARISH CLERK – ANNUAL SALARY – INITIAL PAYMENT

CHEQUE 194 – £ 337.05 – PARISH CLERK – ANNUAL EXPENSES

CHEQUE 195 – £ 40.00 – PENTLOW VILLAGE HALL – PARISH COUNCIL MEETINGS

CHEQUE 196 – £ 500.00 – PENTLOW PAROCHIAL CHURCH COUNCIL – CHURCH YARD MAINTENANCE GRANT

CHEQUE 197 – £ 400.00 – HASTINGS-SMITH – PARISH MAGAZINE

CHEQUE 198 – £ 120.00 – K AHARA – CHRISTMAS TREE

SIGNED

DATE

PAGE

66 CORRESPONDENCE TO NOTE

BRAINTREE DISTRICT COUNCIL – ELECTION EXPENSES FORM – FORWARDED
BRAINTREE DISTRICT COUNCIL – REGISTER OF INTERESTS FORM – FORWARDED

67 CLERK'S REPORT

THE CLERK VACANCY HAS BEEN ADVERTISED, A COPY OF THE JOB DESCRIPTION WAS AVAILABLE, INTEREST HAS BEEN EXPRESSED THE CLOSING DATE FOR APPLICATIONS IS 30 JUNE 2023.
COUNCILLORS WERE REMINDED TO RETURN THEIR ZERO ELECTION EXPENSES FORMS TO BRAINTREE DISTRICT COUNCIL.
PLANNING ADVICE ARTICLE FROM 'THE CLERK' MAGAZINE WAS DISTRIBUTED TO COUNCILLORS.
CLLR SIMNETT WISHED TO OFFICIALLY RECORD A VOTE OF THANKS TO THE CLERK FOR ALL THE HARD WORK OVER THE PREVIOUS TEN YEARS.
POST MEETING NOTE – THE CLERK IS HAPPY TO CONTINUE TO OPERATE 'PENTLOW BOOKS' FROM THE TELEPHONE BOX.

68 TO CONFIRM THE DATE OF THE NEXT MEETING

TUESDAY 10 OCTOBER 2023 – 7.30 PM – PARISH COUNCIL MEETING – PENTLOW VILLAGE HALL

69 THE MEETING CLOSED AT 8.40 PM