

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 **WEDNESDAY 7th. MAY 2025 immediately**

following the Annual Parish meeting for the purpose of transacting the business ONLY shown on the agenda

KB Money Kevin B. Money CiLCA - Clerk to the Council – 1st. May 2025

ANNUAL MEETING AGENDA

022/2025 Apologies for Absence

023/2025 Election of Chairman for the 2025/2026 year
 The Chairman to sign the Declaration of Acceptance of Office form

024/2025 Election of Vice-Chairman for the 2025/2026 year
 The Vice-Chairman to sign the Declaration of Acceptance of Office form

025/2025 To re-adopt all Council policies for 2025/2026 year
 Documents can be found at <https://e-voice.org.uk/pentlowparishcouncil/policies-procedures/>

026/2025 Declaration of Interest
 To declare any Disclosable Pecuniary, Pecuniary or non-Pecuniary Interest relating to items on the agenda

027/2025 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 19th. March 2025

028/2025 Essex County Councillors report – ECC Cllr P. Schwier

029/2025 District Councillors report – BDC Cllr I. Parker

030/2025 Planning – including any Current Planning Applications requiring a response

25/00578/VAR - Solar Farm Pentlow Hill Pentlow Essex
 Variation of Condition 2 (Approved plans) of approved application 20/ 01107/FUL granted 23.04.21 for: Solar farm and associated development. Variation seeks retrospective permission to regularise what has been built at the site, including amendments to the site layout, substation, switchgear, fencing, CCTV, inverters/transformers, racking and panels, storage container and internal tracks (including culverts) comparatively to the original proposals
 Documents can be found at

<https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=STBT7KBFH3B00>

031/2025 Planning Decision/s made by BDC affecting Pentlow

032/2025 2024/2025 Annual Return

- 1) To Receive the Internal Auditors report for 2024/2025
- 2) To Receive and, if agreed, sign the Certificate of Exemption for 2024/2025
- 3) To Receive and, if agreed, sign Section 1 - Annual Governance Statement of AGAR 2024/2025
- 4) To Receive and, if agreed, sign Section 2 - Accounting Statement of AGAR 2024/2025

033/2025 Finance

- a) To receive the Bank balances as at 30th. April 2025
- b) To receive the comparison of Actual against Budget 2025/2026
- c) Councillors to agree the April & May 2025 finances and to agree a transfer of any funds to meet the Parish Council's financial requirements

034/2025 Village Hall update Cllr T. Bartlett

035/2025 Village Sign - update from Cllr M. Stuchfield

036/2025 Public Participation Session

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

037/2025 Items for Next Agenda

038/2025 Date of Next Full Council meeting – Wednesday 29th. October 2025 at 7.30pm

039/2025 Closure of the Meeting

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

Pentlow Parish Council

Parish Clerk / RFO: Kevin B. Money

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Minutes of the Parish Council meeting held on Wednesday 19th. March 2025 at 7.30pm in the Village Hall.

Present: Cllrs T. Bartlett, D. Wright, I. Bower, BDC Cllr I. Parker and Kevin B. Money (Parish Clerk). There were also 12 members of the public present. Plus 1 member of the press

001/2025 Apologies for Absence were received from ECC Cllr P. Schwier and Cllr R. Simnett. Apologies had also been sent by email from Cllr M. Stuchfield which were noted post meeting.

002/2025 Declaration of Interest

To declare any Disclosable Pecuniary, Pecuniary or non-Pecuniary Interest relating to items on the agenda. Cllr I Bower declared an interest in item 017/2025

003/2025 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 20th. November 2024 **All Agreed**

004/2025 Essex County Councillors report – ECC Cllr P. Schwier No report was submitted

005/2025 District Councillors report – BDC Cllr I. Parker

Devolution and Local Government Reorganisation in Essex.

The Government has announced that it wishes to extend devolution to all areas of England. Essex has taken the view that it should be at the forefront of this programme and has applied to be in the priority group. This request has been accepted.

Devolution will see powers, functions and funding passed from Whitehall to local areas and leaders. This will enable decisions which would otherwise be taken by ministers and civil servants in London to be taken at a more local level, tailoring the decisions to local needs, enabling more co-ordinated action and giving local areas more say over decisions which affect them.

The proposed model for Essex will see a directly elected mayor and the creation of a combined/strategic authority consisting of representatives from Essex County Council, Thurrock and Southend. Elections for the mayor would take place in May 2026.

The areas to be devolved include:

- Transport and local infrastructure, including buses, highways and train services
- Skills and employment support
- Housing and strategic planning
- Economic development and regeneration, including business support

The Government is consulting on these proposed changes and is seeking your views. Search Greater Essex Devolution Consultation on the Gov.uk website.

In addition to this (and separate from it) the Government is proposing to reorganise local Government in 2 tier areas (i.e. where there are county and district/borough/city councils) and replace them with one unitary council. For Essex this will mean between 2 and 5 unitary Councils. Essex has been asked to submit its initial proposals by 21st. March with final proposals by 26th. September. Leaders have formed cross party working groups to look at issues such as geography, size, number and value for money. Financial viability will be an important issue as will the need to maintain quality services. There also needs to be an understanding with the Government of how existing council debts will be handled.

Given the level of upheaval this will involve, the Government has agreed to postpone elections for Essex County Council due to take place this May for one year (although this may be extended).

Budget

BDC agreed its budget for the forthcoming year at its meeting on 24th February. Main highlights of relevance to my ward:

Signed

7th. May 2025

- Council tax to remain low. The BDC element of Council Tax will increase by 2.97% or £5.94 a year for a band D property. This means our Council Tax is still have one of the lowest in Essex and we are able to set a balanced budget.
- Transformation programme to be adjusted to reflect Local Government Reorganisation. This Programme is looking at how we can work more efficiently and make best use of our funds.
- £1.5m to invest in community assets across the district.
- Further funding for our cost-of-living fund to help low-income households.
- £500k for temporary housing to meet the growing pressures for temporary housing for those who are homeless.
- No increase to garden waste collection charges.
- £50k for new litter and dog bins. (Thank you to the parish councils in my ward who have been pushing for new bins.)
- Street cleaning grants to parish councils to continue.
- Councillor Community Grants Scheme to continue.
- Twice yearly verge cutting to resume.

To remind you, 58% of our income comes from Council tax, 40% comes from business rates and 2% comes from Government grants. BDC collects Council tax on behalf of ECC, the police and fire authorities and town and parish councils. Of every £1 collected in Council tax, 9p is retained by the District Council.

Local Plan

The consultation on the Issues and Options for the new Local Plan has just closed. The next stage is the evaluation of the sites that have been put forward for development (housing and employment). Meetings will take place in May and June.

If any sites have been put forward in your parish, I would urge you to consider now how you wish to respond to these sites so you are ready to participate in these meetings if necessary.

Waste Review

The consultation on this has also just closed. Over 7,500 responses have been received. I hope to be able to update you on this at the meeting.

Sible Hedingham medical centre

Good news on this. The land for this was acquired by BDC as part of a s.106 agreement for the Bloor Homes development in Sible Hedingham. The land has now been transferred from BDC to One Medical who will be building the centre for the GP practices in Hedingham. Work on drainage is due to start shortly. One Medical will then go out to tender for the construction with work starting, all going well, in the autumn. The building already has planning permission.

Braintree Diagnostic Centre

Work has now started on this at the Braintree Community Hospital. We are extremely fortunate to have this facility which is only one of three being developed in the county. This will provide access to X-rays, MRI and CT scans and blood tests and save patients having to travel further afield.

Cllr I. Parker took questions from Councillors and residents.

006/2025 Public Participation Session

The Vice-Chair invited questions and observations from members of the public present.

Regarding the financial contribution from the operators of the Solar Farm. Could Cllr I. Parker establish whether the operation of producing electricity has started.

Has any celebrations been arranged for VE80th. Anniversary. Nothing has been organised as yet.

Cllr I. Parker left the meeting

007/2025 BDC Refuse vehicle future date – 29th. March 2025 10am – 12 noon

Councillors noted the refuse collection date from 10am – 12noon. The vehicle must stay for the 2-hour allocation at the village hall.

008/2025 Pinkuah Arms – update. The local public house following the approval of the appeal to be developed as a single dwelling. It is not known whether this will be for rent or sale.

009/2025 Speedwatch update – Cllr T. Bartlett

Signed

7th. May 2025

No Speedwatch activity has taken place due to inclement weather. More sessions will be undertaken. Cllr T. Bartlett went to a policing meeting for Speedwatch but only 2 Speedwatch organisations turned up. More volunteers are required to help the team going forward.

010/2025 Village defibrillator – Cllr I. Bower

A new defibrillator has purchased and erected at the side of the village hall. It has been registered on the National Defibrillator site. Cllr. I Bower offered to arrange training for use of the defibrillator. A spare set of pads should be purchased at a cost of £68.40p.

011/2025 Distribution of Parish News to Pentlow residents – Cllr T. Bartlett

Cllr T. Bartlett has taken on the delivery on the west side of the village.

012/2025 Planning – including any Current Planning Applications requiring a response

No planning applications have been received

013/2025 Planning Decision/s made by BDC affecting Pentlow

24/02523/LBC - Cherry Barn Bower Hall Lane Pentlow Essex CO10 7JT

Treatment of exposed decorative timber beams in the annexe. Replacement of two external, decorative timber posts at entrance to original listed barn. **Application GRANTED**

014/2025 Planning Appeals No planning appeals submitted

015/2025 Solar Farm update

Planting completed but will take some time to mature to effectively screen the site.

016/2025 Finance

a) To receive the Bank balances as at 28th. February 2025

Councillors noted the Bank balances as at 28th. February 2025

b) To receive the comparison of Actual against Budget 2024/25

Councillors noted the comparison of Actual against Budget 2024/25

c) Councillors to agree the December 2024, January, February and March 2025 finances and to agree a transfer of any funds to meet the Parish Council's financial requirements **All Agreed**

017/2025 Village Hall update Cllr T. Bartlett

Cllr T. Bartlett advised he was deferring this item to the May meeting as he was not in a position to provide an update.

A member of the public raised the issue of the long-standing situation with the Village Hall lease. Another member of the public suggested a working group should be established to progress the matter. Cllr T. Bartlett agreed that resolving the lease was now very much a matter of priority. A member of the public also suggested that the parish apply to Braintree Council for the Village Hall to be placed on its Register of Community Assets.

018/2025 Village Sign - update from Cllr M. Stuchfield

Cllr T. Bartlett advised that in the absence of Cllr M. Stuchfield this item would need deferring to the May meeting.

019/2025 Items for Next Agenda

020/2025 Date of Next Full Council meeting – Wednesday 7th. May 2025 at 7pm which is the Annual Parish meeting followed by PPC AGM and Full Council meeting

October meeting – 29th. October 2025 at 7.30pm

021/2025 Closure of the Meeting

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

The Vice-Chair then closed the meeting at 8.55pm and thanked everyone for attending

BANK RECONCILIATION			
Financial year ending 31.03.26			
Bank Balance as at	30.04.25		
Unity Trust Bank - Current a/c	£ 7,677.75		
Unity Trust Bank - EMR a/c	£ 2,753.85		
Total:	£ 10,431.60		
Less Unpresented cheques			
Total of unpresented cheques	£ -		
Net Bank Balances as at	£ 10,431.60		
CASH BOOK			
Balance as at 01.04.25	£ 6,135.04		
Plus Receipts	£ 4,302.56		
Total	£ 10,437.60		
Less Payments	£ 6.00		
Grand Total	£ 10,431.60		
Difference	£ -		
Bank Balance as at			
Unity Trust Bank - Current a/c			
Unity Trust Bank - EMR a/c			
Total:			
Less Unpresented cheques			
Total of unpresented cheques			
Net Bank Balances as at			
CASH BOOK			
Balance as at 01.04.25			
Plus Receipts			
Total			
Less Payments			
Grand Total			
Difference			
Bank Balance as at			
Unity Trust Bank - Current a/c			
Unity Trust Bank - EMR a/c			
Total:			
Less Unpresented cheques			
Total of unpresented cheques			
Net Bank Balances as at			
CASH BOOK			
Balance as at 01.04.25			
Plus Receipts			
Total			
Less Payments			
Grand Total			
Difference			

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mr Kevin Money
Pentlow Parish Council
7 Roach Vale
Colchester
CO4 3YN

Date: 30/04/2025

Account Name: Pentlow Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20488712

Your arranged overdraft limit is £0.00

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Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: unity.co.uk

For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: FSCS.org.uk or refer to our FSCS Information Sheet and Exclusions List at unity.co.uk/fscs

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/03/2025		Balance brought forward	£0.00	£0.00	£3,381.19
07/04/2025	Credit	PAYMENTS BTREE DC	£0.00	£802.56	£4,183.75
24/04/2025	Credit	PAYMENTS BTREE DC	£0.00	£3,500.00	£7,683.75
30/04/2025	Fee	Service Charge	£6.00	£0.00	£7,677.75

T 4302.56
E 6.00

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Statement number 023

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Your Account Statement



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Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mr Kevin Money
Pentlow Parish Council
7 Roach Vale
Colchester
CO4 3YN

Date: 30/04/2025

Account Name: Pentlow Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20488725

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Your Instant Access account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/03/2025		Balance brought forward	£0.00	£0.00	W £2,753.85

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Statement number 019

**For Businesses.
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For Good.**

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PPC ACTUAL AGAINST BUDGET REPORT				
		Budget 2025/2026	Total Income / spend to May '25	Left in Budget as at May '25
Income	PRECEPT	7000	£ 3,500.00	
	OTHER INCOME	0	£ -	
	GRASS CUTTING	0	£ -	
	STREET CLEANING	775	£ 802.56	
	VAT REFUND	0	£ -	
	INTEREST	0	£ -	
	TOTAL	7775	£ 4,302.56	
Exp.				
Staff	Salary	3791	£ 604.12	£ 3,186.88
	Office Allowance	0	£ -	£ -
	TOTAL	3791	£ 604.12	£ 3,186.88
Adm.				
	Office Expenses	116	£ 50.52	£ 65.48
	Audit Fees	110	£ 100.00	£ 10.00
	TOTAL	226	£ 150.52	£ 75.48
General	Telephone Box	50	£ -	£ 50.00
	Insurance	400	£ 384.31	£ 15.69
	EALC/NALC Subs	150	£ -	£ 150.00
	BDC Refuse vehicle	525	£ -	£ 525.00
	Donations/PCC	500	£ -	£ 500.00
	Coronation Event	250	£ -	£ 250.00
	Parish Magazine	400	£ -	£ 400.00
	Bank Charges	72	£ 6.00	£ 66.00
	Meeting costs	50	£ -	£ 50.00
	Website	0	£ -	£ -
	Christmas Tree	150	£ -	£ 150.00
	Notice Board Maintenance	150		£ 150.00
	Contingency	1000		£ 1,000.00
	Defibrillator	0	£ 50.00	-£ 50.00
	TOTAL	3697	£ 440.31	£ 3,256.69
	GRAND TOTAL	7714	£ 1,194.95	£ 6,519.05
	VAT		£ 10.10	
	Total:		£ 1,205.05	

FINANCE APRIL & MAY 2025						
INCOME: Street Cleaning Grant £802.56p: Precept £3500.00p:						
EXPENDITURE						
Chq No.	Invoice No.	Payee	Cost	VAT	Total	PPC Ref
BACS	Apr-May	Kevin B. Money - Clerk salary	£ 604.12	£ -	£ 604.12	1
BACS		Ian Bower - Defibrillator electrics	£ 50.00	£ -	£ 50.00	2
BACS		M. Lawson - Internal Audit 2024/2025	£ 100.00	£ -	£ 100.00	3
BACS		Amazon - Office stationery	£ 50.52	£ 10.10	£ 60.62	4
BACS		Clear Councils Insurance 2025-2026	£ 384.31	£ -	£ 384.31	5
		<u>TOTAL:</u>	£ 1,188.95	£ 10.10	£ 1,199.05	
		Denotes already paid				