

**Minutes of the monthly Wakes Colne Parish Council Meeting held on  
Wednesday December 5<sup>th</sup> 2012 at 7.15pm in the Wakes Colne Village Hall.**

In the Chair: Cllr. S. Hounslow  
 Present: Cllrs: Cllr. A. Hannington, Cllr. M. Taylor, Cllr. K. Brown, Cllr. S. Scrase  
 Clerk: Mrs D. Jacob  
 Also Present: One member of the public

ITEM	PRESENTER	SUBJECT
12/187	CHAIRMAN	<b>WELCOME AND APOLOGIES FOR ABSENCE.</b> Received from Cllr. H. Cresswell and Cllr. M. Bowden
12/188	CHAIRMAN	<b>DECLARATION OF INTERESTS.</b> No declarations were made.
12/189	CHAIRMAN	<b>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST.</b> None
12/190	CHAIRMAN	<b>WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT.</b>  Cllr. A. Brown sent her apologies for absence. Cllr P. Chillingworth reported a Locality Budget is available every year for £2,000 bids need to be firm and in by February 2013, perhaps some of this money could be used to purchase a strip of land from EARM regarding a footpath costing and ideas required. The Big Society fund is still open to apply for. Also a meeting to take place in the Village Hall on 12 <sup>th</sup> December 5.30pm-6.45pm regarding affordable housing in Swan Grove, Chappel.
12/191	CHAIRMAN	<b>TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD ON 7<sup>TH</sup> NOVEMBER AND 19<sup>TH</sup> NOVEMBER 2012</b> It was proposed by Cllr. S. Scrase and seconded by Cllr A. Hannington, all in favour that the minutes from the Parish Council meeting held on 7 <sup>th</sup> November 2012 to be approved as a correct record and were signed by the Chairman. It was proposed by Cllr. S. Hounslow and seconded by Cllr A. Hannington, all in favour that the minutes from the Parish Council meeting held on 19 <sup>th</sup> November 2012 to be approved as a correct record and were signed by the Chairman.
12/192	CLERK	<b>CLERKS REPORT</b> 1) A Parishioner has made a complaint regarding the overgrowth, hedgerows, ditches etc in Vernons Road jct with Crepping Hall road going down to the bottom of Vernons Hill. Some of this has been dealt with by the landowner, however regarding the ditches it has been passed on to Highways. 2 ) A e-mail was received from Mr Pipe Essex Police CSW Statics. So far this year (2012) nearly 8,000 letters have been sent to offending vehicles as a result of Community Speed Watch activity. Drivers which are detected more than once are identified and a "call on" is instigated either by the local PCSO or offier from this unit. Enforcement checks conducted by this unit are highlighted on the Essex Police webiste under "staying safe" where by residents can locate their own area to look at the results of enforcement undertaken. The mapping system holds records for the previous 3 months activity. 35,000 people have accessed the mapping system. 3) Letter received from Rural Community Council of Essex. Regarding a site in Wakes Colne that may offer some potential to provide affordable housing for local people, would like to attend a Parish Council meeting to discuss this further.
12/193	CLERK	<b>PRECEPT FOR 2013/2014</b> <b>AS REQUIRED BY SECTION 33 OF THE LOCALISM ACT 2011, PARISH COUNCILLORS ARE OBLIGED TO LEAVE DISCUSSIONS WHERE THEY HAVE DISCLOSABLE PECUNIARY INTEREST. TO PARTICIPATE IN THE SETTING OF A PRECEPT FOR THE COUNCIL, THE COUNCILLORS WILL REQUIRE A DISPENSATION, AND FOR THIS PURPOSE, WAKES COLNE PARISH COUNCIL RESOLVES TO DELEGATE TO THE CLERK THE POWER TO GRANT DISPENSATION FROM EXCLUSION TO ALL COUNCILLORS FOR THE PURPOSE OF CONSIDERING AND SETTING THE PRECEPT.(INFORMATION FROM NALC).</b> Proposed to delegate the Clerk the power to grant dispensation to the Council. Proposed by Cllr S. Hounslow, seconded by Cllr. Scrase, all in favour <b>To set the Precept for 2013/2014 Finalisation.</b> Proposed by Cllr. S. Hounslow, seconded by Cllr A. Hannington, all in favour.

12/194	ALL MEMBERS	<p><b>COMMUNITY SPEED WATCH</b> Essex Police have been in contact with the Council and the equipment has been taken back for re-calibration. The Council were unable to comment on or make a decision regarding this item as they are currently under investigation. To be referred to January 2013.</p>																								
12/195		<p><b>FINANCIAL MATTERS:</b> <b>Resolved.</b> It was noted that the T-Mobile total should read 12.10 and not 55.66 as stated on the agenda. Monthly Budget Statement for November was noted and The Financial Statement for November was approved. <b>PROPOSED BY CLLR S. HOUNSLOW SECONDED BY CLLR. A. HANNINGTON AND ALL IN FAVOUR</b> - The following cheques were approved for payment:</p> <table border="1"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>T-MOBILE</td> <td>DD</td> <td>55.66</td> </tr> <tr> <td>AUDIT COMMISSION</td> <td>100739</td> <td>192.00</td> </tr> <tr> <td>ELAINE BRYAN (INTERNAL AUDITOR)</td> <td>100740</td> <td>100.00</td> </tr> <tr> <td>LETCHWOOD BUSINESS MANAGEMENT</td> <td>100741</td> <td>232.50</td> </tr> <tr> <td>MARNIE BRADFORD (VILLAGE HALL HIRE)</td> <td>100742</td> <td>142.50</td> </tr> <tr> <td>DIANE JACOB (SALARY FOR NOVEMBER)</td> <td>100743</td> <td>370.28</td> </tr> <tr> <td>DIANE JACOB (EXPENSES FOR NOVEMBER)</td> <td>100744</td> <td>41.15</td> </tr> </tbody> </table> <p>MONTHLY BUDGET STATEMENT</p>		CHEQUE No.	TOTAL	T-MOBILE	DD	55.66	AUDIT COMMISSION	100739	192.00	ELAINE BRYAN (INTERNAL AUDITOR)	100740	100.00	LETCHWOOD BUSINESS MANAGEMENT	100741	232.50	MARNIE BRADFORD (VILLAGE HALL HIRE)	100742	142.50	DIANE JACOB (SALARY FOR NOVEMBER)	100743	370.28	DIANE JACOB (EXPENSES FOR NOVEMBER)	100744	41.15
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12/196	CLLR. M. TAYLOR CLLR. M. BOWDEN CLLR. H. CRESSWELL	<p><b>WORKING FUND GROUP</b> Cllr M. Taylor reported that the group had discussed available funding. It was suggested that a list of ideas be put together by the working group in order that funding could then be matched to ideas. Working group meeting to be arranged, to be put on the agenda for January.</p>																								
12/197	CHAIRMAN	<p><b>LOCAL HIGHWAYS PANEL WORKING GROUP TO BE APPROVED</b> Cllr. S. Hounslow, Cllr A. Hannington on Technical advice and Cllr M. Taylor Clerk to invite Aaron Dixey and Jeff Harrison to work alongside the Council.</p>																								
12/198	CLLR. M. TAYLOR	<p><b>ATTENDANCE AT CALC MEETING ON 6 DECEMBER</b> Cllr. M. Taylor to attend and report back in January 2013.</p>																								
12/199	CLLR. M. TAYLOR	<p><b>LIAISON WITH CHAPPEL FOOTPATH REPRESENTATIVE AND LOCAL FOOTPATH SURVEY</b> Cllr M. Taylor reported that perhaps Wakes Colne and Chappel should join together on this project as the footpaths often overlap. An article to be put in the reporter regarding maintenance of the footpaths and Cllr. M. Taylor to contact the chairman of Chappel Parish Council.</p>																								
12/200	ALL MEMBERS	<p><b>TENDER FOR GRASS CUTTING 2013</b> Update on the Strimmer. Cllr. S. Scrase reported that the Strimmer was in good working condition. It was proposed by Cllr. S. Hounslow and seconded by Cllr. M. Taylor, all in favour that Cllr. S. Scrase may enrol on a strimmer course at Writtle College. Cllr K. Brown to carry out a risk assessment. Clerk to contact local business regarding grass cutting tenders for 2013.</p>																								
12/201	CLLR M. TAYLOR	<p><b>ESSEX HIGHWAYS –CLERK TO CONTACT REGARDING THE FOLLOWING:-</b></p> <ol style="list-style-type: none"> <li>1. Reciting of 30mph sign above bus timetable near bus shelter at Chappel Corner to make it higher than head height.</li> <li>2. Hedging obstruction to the sign Wakes Colne (30mph) at the junction of Station Rd and Bures Rd on the corner with Station Approach to be cut back. Half of the sign and speed restriction are currently obscured when approaching from Bures Rd.</li> <li>3. Reciting of the Welcome to Wakes Colne sign currently outside the EARM in Station Road needs moving to a different location.</li> </ol> <p>Proposed by Cllr S. Hounslow, seconded by Cllr. K. Brown, all in favour for the Clerk to report these items to Essex Highways.</p>																								
12/202	ALL MEMBERS	<p><b>A COMPLETED GRANT APPLICATION FORM HAS BEEN RECEIVED FROM THE FOLLOWING:</b> The Village Hall, requesting £700.00 Wakes Colne Church, requesting £1,000.00 Chappel Parish Council £250.00 for play equipment</p> <p>Proposed by Cllr. S. Hounslow, seconded by Cllr. M. Taylor all in favour to grant the Village Hall £500.00, Wakes Colne Church £700.00 and Chappel Parish Council £250.00, to issue cheques in April 2013.</p>																								
12/203	CLLR. S. SCRASE	<p><b>HIGH SPEED BROADBAND</b> Cllr S. Scrase and Cllr A. Hannington have been in discussion with County Broadband a report was presented to the Council, regarding options. It was agreed to talk further to County Broadband and invite a member from a parish Council already in this scheme to come and explain further. On agenda for January.</p>																								

<b>12/204</b>	<b>CHAIRMAN</b>	<b>APPROVAL OF COMMENTS SUBMITTED TO COLCHESTER BOROUGH COUNCIL ON EARM APPLICATION 121780</b> Proposed by Cllr. S. Hounslow, seconded by Cllr. K. Brown, all in favour
<b>12/205</b>	<b>CHAIRMAN</b>	<b>GREENE KING</b> The Parish Council to write to Greene King requesting to purchase a strip of land for a proposed footpath. On agenda for January.
<b>12/206</b>	<b>ALL MEMBERS</b>	<b>ACCOUNTS 2011/2012 INTERNAL AUDIT TO BE SIGNED OFF</b> Proposed by Cllr. S. Hounslow, seconded by Cllr. A.Hannington, all in favour the chairman signed the report from the internal auditor.
<b>12/207</b>	<b>ALL MEMBERS</b>	<b>TO CONFIRM THE APPOINTMENT OF DIANE JACOB AS THE RESPONSIBLE FINANCIAL OFFICER FROM 1<sup>ST</sup> JULY 2012.</b> To discuss the Parish Clerk to join Essex County Council Pension Scheme, a notice to be displayed on the notice board for 28 days  Proposed by Cllr. S. Hounslow, seconded by Cllr. S. Scrase, all in favour to confirm appointment of Mrs Diane Jacob as the responsible financial officer from 1 <sup>st</sup> July 2012.  Proposed by Cllr. S. Hounslow, seconded by Cllr. A. Hannington, all in favour, that Mrs Diane Jacob whose job tile is the Parish Clerk and Responsible Financial Officer may join the Local Government Pension Scheme operated by Essex County Council.
<b>12/208</b>	<b>ALL MEMBERS</b>	<b>EMERGENCY RESPONSE ASSISTANCE</b> Decision on responsibility for plan Cllr. K Brown to make a start on the plan.
<b>12/209</b>	<b>ALL MEMBERS</b>	<b>DATE OF NEXT MEETING - WEDNESDAY 9<sup>TH</sup> JANUARY 2013 (NOTE REVISED DATE)</b>  <b>MEETING CLOSED AT 10.PM</b>