



# WAKES COLNE PARISH COUNCIL

*YOUR PARISH COUNCIL WORKING FOR YOUR PARISH*

[www.e-voice.org.uk/wakescolne/](http://www.e-voice.org.uk/wakescolne/)

26<sup>TH</sup> MARCH 2020

DEAR COUNCILLOR

YOU ARE **SUMMONED** TO ATTEND THE FORTHCOMING PARISH COUNCIL MEETING, OF WAKES COLNE PARISH COUNCIL TO BE HELD AT CHAPPEL & WAKES COLNE VILLAGE HALL, AT **7.15 P.M. ON WEDNESDAY 1<sup>ST</sup> APRIL 2020** FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA.  
THE PUBLIC AND PRESS ARE WELCOME TO BE PRESENT.

DIANE JACOB  
CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL

## AGENDA

ITEM	PRESENTER	SUBJECT	STATUS
20/058	All Members	<b>Welcome &amp; Apologies of Absence.</b> Members are reminded that the LGA1972, s85 states that apologies for absence must be received prior to a meeting.	Decision
20/059	All Members	<b>Declaration of Interests.</b> To receive any disclosable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda. Members of the council are subject to the Local Authorities Code of Conduct as adopted in May 2019.	Decision
20/060	All Members	<b>Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.</b> Councillors are no longer permitted to make representation in the Public Forum if they have Disclosable Pecuniary Interests and /or other Pecuniary Interests on any items on the agenda as stated in the adopted Code of Conduct. The maximum time allowed for the public to participate, as stated in the Wakes Colne Parish Council Standing Orders, is 15 minutes in total with each person being invited to speak for a maximum of 3 minutes. At the close of this item members of the public will no longer be permitted to address the council unless the Chairman deems it appropriate and adjourns the meeting.	Information
20/061	All Members	<b>Ward and County Councillors to address the members if present.</b> Ward Councillor, County Councillor	Information
20/062	All Members	<b>Minutes.</b> To confirm the minutes of the Parish Council meeting held on 4 <sup>th</sup> March 2020.	Decision
20/063	All Members	<b>Planning Matters.</b> TO CONSIDER ANY APPLICATIONS RECEIVED	Decision
20/064	All Members	<b>Annual Report 2019-2020.</b> To consider printing 200 copies at £60.00, if format etc to remain the same as previous years. After draft approval.	Decision
20/065	All Members	<b>Highways.</b> <b>Item 1.</b> Station Road – update. <b>Item 2.</b> Zebra crossing near the shop crossing the A1124 Proposal sent confirmation of receipt by Highways dated 19 February 2020 update.	Information/ Decision

<b>20/066</b>	All Members	<b>I.T.</b> To discuss the set up of dedicated Councillor email addresses.	Decision																																																
<b>20/067</b>	All Members	<b>Contract/Licence</b> To consider to sign a licence from Highways for the two Bus Shelters in Wakes Colne.	Decision																																																
<b>20/068</b>	All Members	<p><b>Financial Matters.</b></p> <p>1) Financial Statement for March//April (Items to be approved for payment and signed as per payment schedule).</p> <table border="1"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>A &amp; J Lighting (Inv. No. 33961)</td> <td>DD</td> <td>55.66</td> </tr> <tr> <td>Colne-Stour Countryside Association (as per minute No. 20/049)</td> <td>101192</td> <td>10.00</td> </tr> <tr> <td>Richard Edwards Group Inv. 39235</td> <td>101193</td> <td>61.20</td> </tr> <tr> <td>Braintree District Council Inv. No. 6856959 (Printing flyers)</td> <td>101194</td> <td>27.60</td> </tr> <tr> <td>D. Jacob (Salary for March)</td> <td>SO</td> <td>500.00</td> </tr> <tr> <td>Adjustment for D. Jacob (salary adjustment for March)</td> <td>101195</td> <td>2.64</td> </tr> <tr> <td>HM Revenue &amp; Customs (for March)</td> <td>101196</td> <td>5.20</td> </tr> <tr> <td>Essex Pension Fund (for March)</td> <td>SO</td> <td>140.00</td> </tr> <tr> <td>Adjustment for Essex Pension Fund (for March)</td> <td>101197</td> <td>4.31</td> </tr> <tr> <td>EE (for calls made in February)</td> <td>DD</td> <td>13.27</td> </tr> <tr> <td>123 Reg (E-mail address domain renewal)</td> <td>DD</td> <td>43.06</td> </tr> <tr> <td>D. Jacob (Expenses for March 2020)</td> <td>101198</td> <td>43.25</td> </tr> <tr> <td>Colchester Borough Council Inv. No. 20173248</td> <td>101199</td> <td>23.74</td> </tr> <tr> <td><u>To appear in April (new financial year figures)</u></td> <td></td> <td></td> </tr> <tr> <td>Essex Association of Local Councils Inv. No. 12624</td> <td>101200</td> <td>167.31</td> </tr> </tbody> </table> <p>2) MONTHLY BUDGET STATEMENT.</p>		CHEQUE No.	TOTAL	A & J Lighting (Inv. No. 33961)	DD	55.66	Colne-Stour Countryside Association (as per minute No. 20/049)	101192	10.00	Richard Edwards Group Inv. 39235	101193	61.20	Braintree District Council Inv. No. 6856959 (Printing flyers)	101194	27.60	D. Jacob (Salary for March)	SO	500.00	Adjustment for D. Jacob (salary adjustment for March)	101195	2.64	HM Revenue & Customs (for March)	101196	5.20	Essex Pension Fund (for March)	SO	140.00	Adjustment for Essex Pension Fund (for March)	101197	4.31	EE (for calls made in February)	DD	13.27	123 Reg (E-mail address domain renewal)	DD	43.06	D. Jacob (Expenses for March 2020)	101198	43.25	Colchester Borough Council Inv. No. 20173248	101199	23.74	<u>To appear in April (new financial year figures)</u>			Essex Association of Local Councils Inv. No. 12624	101200	167.31	Decision
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<b>20/069</b>	All Members	<b>CORONAVIRUS Covid-19 / SLCC guidance</b> The delegation of power is in the LGA 1972 section 101, and is delegation to the Clerk. To consider extending the delegation of Council decisions to the Clerk during any period of restricted activity declared by the Government in respect of the Covid-19 virus. Such delegation to enable the Council to fulfil its responsibilities to its residents.	Decision																																																
<b>20/070</b>	Clerk	<b>Clerk's Report.</b>	Information																																																
<b>20/071</b>	All Members	<b>Date of Next Meeting.</b> Wakes Colne Annual Parish Assembly 4th May 7.30pm <b>(To be confirmed)</b> Parish Council AGM followed by Parish Council Meeting 6 <sup>th</sup> May at 7.00pm <b>(note early start as two meetings). To be confirmed.</b>	Information																																																

THIS NOTICE WAS ISSUED BY:

MRS DIANE JACOB

CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL

WAKES COLNE PARISH COUNCIL

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