



# WAKES COLNE PARISH COUNCIL

***YOUR PARISH COUNCIL WORKING FOR YOUR PARISH***

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

29<sup>TH</sup> MARCH 2023

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 5<sup>TH</sup> APRIL 2023** 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

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## AGENDA

ITEM	PRESENTER	SUBJECT	STATUS
23/066	All Members	<b>Welcome &amp; Apologies for Absence.</b> Members are reminded that the LGA1972, s85 states that apologies for absence must be received prior to a meeting.	Decision
23/067	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 2022.	Decision
23/068	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
23/069	All Members	<b>Ward and County Councillors to address the members if present.</b> Ward Councillor, County Councillor.	Information
23/070	All Members	<b>Minutes.</b> To confirm the draft minutes of the Parish Council Meeting held on 8 <sup>th</sup> March 2023.	Decision
23/071	All Members	<b>Planning Matters.</b> <b>Item 1.</b> Updates. <b>Item 2.</b> New Applications. <b>Ref:</b> 230658 <b>Location:</b> Crows Hall, Lane Road, Wakes Colne Essex CO6 2BS	Decision

		<p><b>Description:</b> Application for variation of condition 2 following grant of planning consent 222030 in order to make internal arrangements more functional for family use (as shown on submitted drawing 2205'02- Rev D).</p> <p>TO CONSIDER ANY OTHER APPLICATIONS RECEIVED.</p>																									
23/072	All Members	<p><b>Matters Arising from previous minutes.</b></p> <p><b>Item 1.</b> Previous minute number 21/074 Flooding near the Post Office – signage funded awaiting further information.</p> <p><b>Item 2.</b> Previous minute number 22/132 Oral History (Memories) project – update.</p> <p><b>Item 3.</b> Previous Minute No. 21/163 item 4 Vehicle Activated Sign – Static VAS near village hall – update on installation of the VAS device, now in place.</p> <p><b>Item 6.</b> Previous Minute No. 23/034 Solar Light near wooden bus shelter (Village Hall side). To consider options: pay £80.00 a year for a new Sim card for the existing light; purchase of a new light at a cost of £1,000.00 plus £80.00 per year for Sim Card; await availability of new non- sim card light later in 2023.</p>	Information / Decision																								
23/073	All Members	<p><b>Highways.</b></p> <p><b>Item 1.</b> Station Road – acknowledgement received 6<sup>th</sup> May 2021 - no new reference number; update from Cllr Barber.</p> <p><b>Item 2.</b> Previous minute number 20/195 Item 2. Zebra Crossing – acknowledgement received reference number LCOL193018 - survey carried out, see item 2; update from Cllr. Barber.</p>	Information / Decision																								
23/074	All Members	<p><b>Footpaths Walks Booklet.</b></p> <p>To discuss and consider final draft (version 9) and decide how many copies to be printed. Walks Booklet costings as at 23rd March 2023 Prices may fluctuate +/-</p> <p>Based on 44pp A5 portrait stapled booklet</p> <p>Cover 250gsm + 130gsm silk inner pages</p> <p>For your information, the ESSCRP have requested 200 copies.</p> <p>Prices are as follows:</p> <p>200+300 =500 @£444.80</p> <p>200+400 =600 @£486.03</p> <p>200+500 =700 @£517.66</p> <p>200+600 =800 @£562.15</p> <p>Booklets are Zero rated for VAT</p> <p>Delivery cost to ONE UK address is FOC</p> <p>One ADDITIONAL delivery of 200 copies to the Rail Partnership in Chelmsford @ £15 + vat</p>	Decision																								
23/075	All Members	<p><b>Lost Chappel &amp; Wakes Colne booklets.</b></p> <p>To consider 60 copies of Lost Chappel &amp; Wakes Colne booklets in storage by WCPC to be passed onto a member of the public to be sold at £10.00 per copy with proceeds to the Village Hall and the Millennium Green.</p>	Decision																								
23/076	All Members	<p><b>Annual report 2022-2023.</b></p> <p>To consider draft annual report, printing 300 copies at a cost of approx. £86.00.</p>	Decision																								
23/077	All Members	<p><b>Response to the Planning Inspector's Report regarding safety issues in Station Road.</b></p> <p>To discuss and consider sending a letter.</p>	Decision																								
23/078	All Members	<p>To receive reports from outside bodies, training courses, representatives on village committees and Parish Council working groups.</p>	Information																								
23/079	All Members	<p><b>Clerk's Report.</b></p>	Information																								
23/080	All Members	<p><b>Financial Matters.</b></p> <p>1) Financial Statement (Items to be approved for payment and signed as per payment schedule).</p> <table border="1" data-bbox="371 1783 1342 2072"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>EE Inv. No. V02086628969 (Calls made in March)</td> <td>DD</td> <td>16.40</td> </tr> <tr> <td>M. Taylor (reimbursement for gift voucher as per receipt)</td> <td>101496</td> <td>20.00</td> </tr> <tr> <td>D. Jacob (expenses for March as per receipts)</td> <td>101497</td> <td>44.17</td> </tr> <tr> <td colspan="3" style="text-align: center;"><b>The following to appear in April (new financial year budget figures)</b></td> </tr> <tr> <td>D. Jacob (Salary for April)</td> <td>SO</td> <td>650.00</td> </tr> <tr> <td>D. Jacob (Salary adjustment for April)</td> <td>101498</td> <td>22.33</td> </tr> <tr> <td>Essex Pension Fund (for April)</td> <td>SO</td> <td>210.00</td> </tr> </tbody> </table>		CHEQUE No.	TOTAL	EE Inv. No. V02086628969 (Calls made in March)	DD	16.40	M. Taylor (reimbursement for gift voucher as per receipt)	101496	20.00	D. Jacob (expenses for March as per receipts)	101497	44.17	<b>The following to appear in April (new financial year budget figures)</b>			D. Jacob (Salary for April)	SO	650.00	D. Jacob (Salary adjustment for April)	101498	22.33	Essex Pension Fund (for April)	SO	210.00	Decision
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		Essex Pension Fund (Adjustment for April)	101499	5.08	
		HM Revenue & Customs (For April)	101500	2.40	
		<p>2) Monthly Budget Statement.</p> <p>3) To consider changing standing order for D. Jacob from £600.00 to £650.00 (To sign letter to inform bank as from April 2023).</p> <p>4) To consider changing standing order for Essex Pension Fund from £195.00 to £210.00 (To sign letter to inform bank as from April 2023).</p>			
<b>23/081</b>	All Members	<p><b>Date of Next Meeting.</b>  Annual Parish Assembly (Village meeting) 26<sup>th</sup> April 2023 (7.15pm).  Parish Council Annual Parish Meeting followed by Parish Council Meeting 10<sup>th</sup> May (7.15pm). (Meeting date changed due to Parish Council elections).</p>			Information

THIS NOTICE WAS ISSUED BY: MRS DIANE JACOB CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL WAKES COLNE PARISH COUNCIL 5 CROCKLANDS, GREENSTEAD GREEN, HALSTEAD, ESSEX, CO9 1QY TEL: 07508787869 E-MAIL: PARISHCLERK@WAKESCOLNE.ORG