

# WAKES COLNE PARISH COUNCIL

**YOUR PARISH COUNCIL WORKING FOR YOUR PARISH**

[www.wakescolne.org](http://www.wakescolne.org)

1<sup>ST</sup> DECEMBER 2016

DEAR COUNCILLOR

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING PARISH COUNCIL MEETING, OF WAKES COLNE PARISH COUNCIL TO BE HELD AT WAKES COLNE VILLAGE HALL, AT 7.15 P.M. ON WEDNESDAY 7<sup>TH</sup> DECEMBER 2016 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
16/202	ALL MEMBERS	<b>To Elect a Chairman.</b>	DECISION
16/203	CHAIRMAN	<b>Declaration of Acceptance.</b> Newly elected Chairman to sign Declaration of Acceptance.	INFORMATION
16/204	CHAIRMAN	<b>Welcome and Apologies of Absence.</b>	INFORMATION/DECISION
16/205	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 2016.	DECISION
16/206	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
16/207	ALL MEMBERS	<b>Ward and County Councillors to address the members if present.</b> Ward Councillor County Councillor	INFORMATION
16/208	ALL MEMBERS	<b>To CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 2<sup>ND</sup> NOVEMBER 2016.</b>	DECISION
16/209	ALL MEMBERS	<b>Planning Matters.</b> REF: TO CONSIDER ANY APPLICATIONS RECEIVED	DECISION
16/210	ALL MEMBERS	<b>Precept for 2017/2018.</b> As required by section 33 of the Localism Act 2011, Parish Councillors are obliged to leave discussions where they have a disclosable pecuniary Interest. To participate in the setting of a precept for the Council, the councillors will require a dispensation, and for this purpose, Wake Colne Parish Council resolves to delegate to the Clerk the power to grant a dispensation from exclusion to all Councillors for the purpose of considering and setting the precept.	DECISION
16/211	ALL MEMBERS	<b>Precept 2017-2018.</b> To set the Precept for 2017-2018.	DECISION

<b>16/212</b>	CLERK	<p><b>Financial Matters.</b></p> <p><b>1) Financial Statement for November (Items to be approved for payment and signed as per payment schedule).</b></p> <table border="1"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>T-MOBILE (For November)</td> <td>DD</td> <td>12.56</td> </tr> <tr> <td>DIANE JACOB (Salary for November)</td> <td>SO</td> <td>423.01</td> </tr> <tr> <td>ESSEX PENSION FUND (For November)</td> <td>SO</td> <td>103.10</td> </tr> <tr> <td>A &amp; J LIGHTING INV.No. 29983</td> <td>DD</td> <td>56.76</td> </tr> <tr> <td>DIANE JACOB (Expenses for November)</td> <td>101004</td> <td>29.28</td> </tr> <tr> <td>CHAPPEL &amp; WAKES COLNE VILLAGE HALL Invoice No. 1104 &amp; 1112</td> <td>101005</td> <td>40.00</td> </tr> </tbody> </table> <p><b>2) MONTHLY BUDGET STATEMENT.</b></p>		CHEQUE No.	TOTAL	T-MOBILE (For November)	DD	12.56	DIANE JACOB (Salary for November)	SO	423.01	ESSEX PENSION FUND (For November)	SO	103.10	A & J LIGHTING INV.No. 29983	DD	56.76	DIANE JACOB (Expenses for November)	101004	29.28	CHAPPEL & WAKES COLNE VILLAGE HALL Invoice No. 1104 & 1112	101005	40.00	DECISION
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<b>16/213</b>	ALL MEMBERS	<p><b>Bank Mandate Signatories.</b></p> <p><b>Item 1.</b> To confirm two new bank signatories.</p> <p><b>Item 2.</b> To sign required bank mandate forms.</p>	DECISION/ INFORMATION																					
<b>16/214</b>	ALL MEMBERS	<p><b>Internal Auditor</b></p> <p>To consider to appoint an internal auditor (John Reddington £55.00 for the financial year of 2016/2017).</p>	DECISION																					
<b>16/215</b>	CLLR. S. SCRASE	<p><b>Bures Road.</b></p> <p>Advance warning signs.</p>	DECISION																					
<b>16/216</b>	CLLRS.S.SCRASE CLERK	<p><b>Wakes Colne Parish Council Award Scheme.</b></p> <p>To confirm if we have received any nominations, closing date was 30/11/16.</p>	INFORMATION/DECISION																					
<b>16/217</b>	CLLR.K.BROWN	<p><b>Parish Public Footpaths Working Group</b></p> <p>Update.</p>	INFORMATION																					
<b>16/218</b>	ALL MEMBERS	<p><b>Training.</b></p> <p>Andrew Weavers, Monitoring Officer from CBC is available to attend.</p> <p>To set a date in the new year for general and declaration of interest training.</p>	DECISION																					
<b>16/219</b>	CLERK	<p><b>Vacancy on Wakes Colne Parish Council.</b></p> <p>Update.</p>	INFORMATION																					
<b>16/220</b>	CLERK	<p><b>Clerk's Report.</b></p>	INFORMATION																					
<b>16/221</b>	ALL MEMBERS	<p><b>Date of Next Meeting.</b></p> <p>Parish Council Meeting Wednesday 11<sup>th</sup> January 2017 (7.15pm) (Date Changed due to holidays)</p>	INFORMATION																					

THIS NOTICE WAS ISSUED BY:

MRS DIANE JACOB

CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL

WAKES COLNE PARISH COUNCIL

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