



# WAKES COLNE PARISH COUNCIL

*YOUR PARISH COUNCIL WORKING FOR YOUR PARISH*

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

30<sup>TH</sup> NOVEMBER 2022

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 7<sup>TH</sup> DECEMBER 2022** FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA.

(Subject to all Covid 19 restrictions at the time).

THE PUBLIC AND PRESS ARE WELCOME TO BE PRESENT.

DIANE JACOB  
CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL

---

## AGENDA

ITEM	PRESENTER	SUBJECT	STATUS
22/195	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
22/196	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
22/197	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
22/198	All Members	<b>Ward and County Councillors to address the members if present.</b> Ward Councillor, County Councillor.	Information
22/199	All Members	<b>Minutes.</b> To confirm the draft minutes of the Parish Council Meeting held on 2 <sup>nd</sup> November 2022.	Decision
22/200	All Members	<b>Planning Matters.</b> <b>Item 1.</b> Updates. <b>Item 2.</b> New Applications. <b>Ref:</b> 222827 <b>Location:</b> The Shop, Post Office, Colchester Road, Wakes Colne Essex CO6 2DF <b>Description:</b> Single storey rear extension <b>Ref:</b> 222843	Decision

		<p><b>Location:</b> Barn at, Oak Farm, Vernons Road, Wakes Colne Colchester CO6 2AH</p> <p><b>Description:</b> Barn conversion to a dwelling.</p> <p><b>Ref:</b> 222850</p> <p><b>Location:</b> Kwitta, Station Road, Wakes Colne Essex CO6 2DS</p> <p><b>Description:</b> Replacement single storey ear linking extension.</p> <p>TO CONSIDER ANY OTHER APPLICATIONS RECEIVED.</p>																																		
22/201	All Members	<p><b>Matters Arising from previous minutes.</b></p> <p><b>Item 1.</b> Previous minute number 21/105 Solar Cats Eyes at Station Approach – update.</p> <p><b>Item 2.</b> Previous minute number 21/074 Flooding near the Post Office – signage funded awaiting further information.</p> <p><b>Item 3.</b> Previous minute number 22/132 Oral History (Memories) project – update.</p> <p><b>Item 4.</b> Planters - update.</p> <p><b>Item 5.</b> Previous Minute No. 22/148 Defibrillator – recall update. Ref: Due to be collected awaiting a loan unit.</p>	Information / Decision																																	
22/202	All Members	<p><b>Highways.</b></p> <p><b>Item 1.</b> Lane Road - Signs Narrow Road – LHP Proposal sent 11.03.21. Ref: LCOL202027 this has been given approval as a scheme by LHP and funding now granted. Update.</p> <p><b>Item 2.</b> Station Road – acknowledgement received 6<sup>th</sup> May 2021 - no new reference number; update from Cllr Barber.</p> <p><b>Item 3.</b> Previous minute number 20/195 Item 2. Zebra Crossing – acknowledgement received reference number LCOL193018 - survey carried out, see item 2.</p> <p><b>Item 4.</b> Previous Minute No. 21/163 item 4 Vehicle Activated Sign – Static VAS near village hall – application for permission/licence granted – update on pole.</p>	Highway/ Decision																																	
22/203	All Members	<p><b>Footpaths.</b></p> <p><b>Item 1.</b> Report and update.</p> <p><b>Item 2.</b> Revisions and additions to local walks booklet – update.</p>	Decision																																	
22/204	All Members	<p><b>Code of Conduct Procedure.</b></p> <p>To consider to adopt a revised Code of Conduct as per advice from CBC.</p>	Decision																																	
22/205	All Members	<p><b>20's Plenty webinars.</b></p> <p>To discuss and consider to support the draft proposal document for 20mph in Essex.</p>	Decision																																	
22/206	All Members	<p><b>Wakes Colne Parish Council Award Scheme.</b></p> <p>To confirm nominations, closing date is 30<sup>th</sup> November 2022.</p>	Decision																																	
22/207	All Members	To receive reports from outside bodies, training courses, representatives on village committees and Parish Council working groups.	Information																																	
22/208	All Members	<p><b>Budget for 2023/2024.</b></p> <p>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/budget 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 a dispensation from exclusion to all Councillors for the purpose of considering and setting the precept/budget.</p>	Decision																																	
22/209	All Members	<p><b>Budget 2023/2024.</b></p> <p>To consider and set the budget for 2023/2024.</p>	Decision																																	
22/210	All Members	<b>Clerk's Report.</b>	Information																																	
22/211	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 1697 1342 2101"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>JPB Landscapes Inv. No. 1439</td> <td>101462</td> <td>60.00</td> </tr> <tr> <td>EE Inv. No. V02047821811 (Calls made in November)</td> <td>DD</td> <td>16.40</td> </tr> <tr> <td>D. Jacob (Salary for December)</td> <td>SO</td> <td>550.00</td> </tr> <tr> <td>D. Jacob (Salary adjustment for December, including 4 hours overtime agreed for October and back pay)</td> <td>101463</td> <td>505.71</td> </tr> <tr> <td>HM Revenue &amp; Customs (for December)</td> <td>101464</td> <td>239.91</td> </tr> <tr> <td>Essex Pension Fund (for December)</td> <td>SO</td> <td>160.00</td> </tr> <tr> <td>Essex Pension Fund (Adjustment for December)</td> <td>101465</td> <td>214.00</td> </tr> <tr> <td>D. Jacob (expenses for November as per receipts)</td> <td>101466</td> <td>50.69</td> </tr> <tr> <td>HandyKing (Inv. No. 189)</td> <td>101467</td> <td>30.00</td> </tr> <tr> <td>Dove Support (Inv. No. 1463)</td> <td>101468</td> <td>217.29</td> </tr> </tbody> </table>		CHEQUE No.	TOTAL	JPB Landscapes Inv. No. 1439	101462	60.00	EE Inv. No. V02047821811 (Calls made in November)	DD	16.40	D. Jacob (Salary for December)	SO	550.00	D. Jacob (Salary adjustment for December, including 4 hours overtime agreed for October and back pay)	101463	505.71	HM Revenue & Customs (for December)	101464	239.91	Essex Pension Fund (for December)	SO	160.00	Essex Pension Fund (Adjustment for December)	101465	214.00	D. Jacob (expenses for November as per receipts)	101466	50.69	HandyKing (Inv. No. 189)	101467	30.00	Dove Support (Inv. No. 1463)	101468	217.29	Decision
	CHEQUE No.	TOTAL																																		
JPB Landscapes Inv. No. 1439	101462	60.00																																		
EE Inv. No. V02047821811 (Calls made in November)	DD	16.40																																		
D. Jacob (Salary for December)	SO	550.00																																		
D. Jacob (Salary adjustment for December, including 4 hours overtime agreed for October and back pay)	101463	505.71																																		
HM Revenue & Customs (for December)	101464	239.91																																		
Essex Pension Fund (for December)	SO	160.00																																		
Essex Pension Fund (Adjustment for December)	101465	214.00																																		
D. Jacob (expenses for November as per receipts)	101466	50.69																																		
HandyKing (Inv. No. 189)	101467	30.00																																		
Dove Support (Inv. No. 1463)	101468	217.29																																		

		<p>2) Monthly Budget Statement.</p> <p>3) To consider changing standing order for D. Jacob from £550.00 to £600.00 (To sign letter to inform bank as from January 2023).</p> <p>4) To consider changing standing order for Essex Pension Fund from £160.00 to £195.00 (To sign letter to inform bank as from January 2023).</p>	
22/212	All Members	<p><b>Date of Next Meeting.</b> Parish Council Meeting 11<sup>th</sup> January 2023 (7.15pm). Note 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 5 CROCKLANDS, GREENSTEAD GREEN, HALSTEAD, ESSEX, CO9 1QY TEL: 07508787869 E-MAIL: PARISHCLERK@WAKESCOLNE.ORG