

WAKES COLNE PARISH COUNCIL

YOUR PARISH COUNCIL WORKING FOR YOUR PARISH

www.wakescolne.org

30TH MAY 2013

DEAR COUNCILLOR

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING MEETING OF WAKES COLNE PARISH COUNCIL TO BE HELD AT WAKES COLNE VILLAGE HALL, AT 7.15 P.M. ON WEDNESDAY 5TH JUNE 2013 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
13/103	CHAIRMAN	WELCOME AND APOLOGIES FOR ABSENCE.	DECISION
13/104	CHAIRMAN	DECLARATION OF INTERESTS. <i>To receive any discloseable 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 July 2012.</i>	DECISION
13/105	CHAIRMAN	PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST. <i>The maximum time allowed for the public to participate is 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.</i>	INFORMATION
13/106	CHAIRMAN	WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT. <i>WARD COUNCILLOR PETER CHILLINGWORTH COUNTY COUNCILLOR ANNE BROWN</i>	INFORMATION
13/107	CHAIRMAN	TO CONFIRM THE MINUTES OF THE ANNUAL MEETING AND THE PARISH COUNCIL MEETING HELD ON 1 ST MAY 2013	DECISION
13/108	CLL. M BOWDEN	STANDING ORDERS Cllr M. Bowden to sign Standing Orders.	DECISION
13/109	ALL MEMBERS	TO RE-ELECT PERSONNEL COMMITTEE AND PERSONNEL COMMITTEE CHAIRMAN	DECISION
13/110	ALL MEMBERS	TO ADOPT TERMS OF REFERENCE FOR PERSONNEL COMMITTEE	DECISION
13/111	ALL MEMBERS	HOUSING NEEDS WORKING GROUP Update/Action Plan	DECISION
13/112	ALL MEMBERS	NEIGHBOURHOOD WATCH To consider the Parish Councils involvement in the revival of Neighbourhood Watch in Wakes Colne.	DECISION
13/113	ALL MEMBERS	Village Fete on 20th July To consider being involved in a "Community" Stall with information on what facilities and activities both villages offer to it's residents	DECISION
13/114	ALL MEMBERS	Path Maintenance To consider quotation – addition to present contract let to Mow & Mend	DECISION
13/115	CLL. K. BROWN	Risk Assessment To consider updating and changing the name to the Wakes Colne Parish Council Strategic Risk Register	DECISION
13/116	CLL. A. HANNINGTON	Colchester Association of Local Councils Ceasing to send out hard copy Paper Planning Documents. CALC agenda item 4.	INFORMATION

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13/117	CLERK	FINANCIAL MATTERS: 1) FINANCIAL STATEMENT FOR JANUARY. (ITEMS TO BE APPROVED FOR PAYMENT AND SIGNED AS PER PAYMENT SCHEDULE). <table border="1"> <thead> <tr> <th></th> <th>CHEQUE NO.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>ESSEX PENSION FUND</td> <td>DD</td> <td>76.55</td> </tr> <tr> <td>T-MOBILE</td> <td>DD</td> <td>12.10</td> </tr> <tr> <td>A & J LIGHTING (ANNUAL MAINTENANCE)</td> <td>DD</td> <td>30.60</td> </tr> <tr> <td>MOW & MEND (FOR APRIL)</td> <td>100691</td> <td>40.00</td> </tr> <tr> <td>HM REVENUE & CUSTOMS (UNDERPAYMENT OF NICs FOR PREVIOUS CLERK 2011-12)</td> <td>100692</td> <td>98.04</td> </tr> <tr> <td>CAME & Co (INSURANCE)</td> <td>100693</td> <td>445.00</td> </tr> <tr> <td>ELAINE BRYAN (INTERNAL AUDITOR)</td> <td>100694</td> <td>100.00</td> </tr> <tr> <td>DIANE JACOB (SALARY FOR MAY)</td> <td>100695</td> <td>450.97</td> </tr> <tr> <td>DIANE JACOB (EXPENSES FOR MAY)</td> <td>100696</td> <td>108.17</td> </tr> </tbody> </table> 2) MONTHLY BUDGET STATEMENT.		CHEQUE NO.	TOTAL	ESSEX PENSION FUND	DD	76.55	T-MOBILE	DD	12.10	A & J LIGHTING (ANNUAL MAINTENANCE)	DD	30.60	MOW & MEND (FOR APRIL)	100691	40.00	HM REVENUE & CUSTOMS (UNDERPAYMENT OF NICs FOR PREVIOUS CLERK 2011-12)	100692	98.04	CAME & Co (INSURANCE)	100693	445.00	ELAINE BRYAN (INTERNAL AUDITOR)	100694	100.00	DIANE JACOB (SALARY FOR MAY)	100695	450.97	DIANE JACOB (EXPENSES FOR MAY)	100696	108.17	INFORMATION & DECISION
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13/118	ALL MEMBERS	INTERNAL AUDITOR REPORT To read the internal auditors report, and note her recommendations.	INFORMATION																														
13/119	ALL MEMBERS	Vote to suspend Standing Order 11. To revisit item 13/92 (Regarding signing off Accounts)	DECISION																														
13/120	ALL MEMBERS	TO SIGN OFF ACCOUNTS FOR 2011-2012 To sign off the accounts - as the Clerk has filled the Annual return in correctly. The figures are the same, but in the wrong boxes. Reinstate Standing Orders.	DECISION																														
13/121	ALL MEMBERS	PLANNING MATTERS Ref No.: 130865 Field to West of Sturgeons Farm Parkhurst Green Lane, Wakes Colne Erection of s single two unit horse stable Ref No.: 130892 Wakes Hall Business Centre, Colchester Road, Wakes Colne Colchester CO6 2DY Retrospective changes to site layout from that previously approved under application 100171 Ref No.: 131014 Holly Cottage, Boarded Barn Road, Wakes Colne Colchester CO6 2AU Construction of a new timber frame garage building with first floor home office accommodation Ref No.: 122220 Julians Colchester Road, Chappel Letter received as item has gone to appeal we have been invited by Colchester Borough to make new, review, or make any comments	DECISION																														
13/122	CLERK	SPEED LIMITS A parishioner has been in contact with the Clerk expressing concerns regarding the following:- To suggest revisions to the speed limits on Bures Road. To consider approaching Highways regarding these revisions.	DECISION																														
13/123	CLLR. M. TAYLOR	LOCAL HIGHWAYS PANEL WORKING GROUP UPDATE	INFORMATION																														
13/124	ALL MEMBERS	PUBLIC FOOTPATH EARM Footpath Update	DECISION																														
13/125	ALL MEMBERS	Clerks Salary To consider possible payment of Clerks Salary for June and July to be signed off at the next meeting (3 rd July) as the July Salary will be unable to signed off in August as there is no meeting.	DECISION																														
13/126	ALL MEMBERS	TO EXCLUDE THE PUBLIC FOR PERSONNEL ISSUES	DECISION																														
13/127	CLLR M. BOWDEN	PERSONNEL ISSUES	INFORMATION AND DECISION																														
13/128	ALL MEMBERS	DATE OF NEXT MEETING WEDNESDAY 3RD JULY 2013	INFORMATION																														

THIS NOTICE WAS ISSUED BY:

MRS DIANE JACOB

CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL

WAKES COLNE PARISH COUNCIL

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30th May 2013