

# WAKES COLNE PARISH COUNCIL

**YOUR PARISH COUNCIL WORKING FOR YOUR PARISH**

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

23<sup>RD</sup> FEBRUARY 2017

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 1<sup>ST</sup> MARCH 2017 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
17/050	CHAIRMAN	<b>Welcome and Apologies for Absence.</b>	INFORMATION/DECISION
17/051	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
17/052	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
17/053	ALL MEMBERS	<b>Ward and County Councillors to address the members if present.</b> Ward Councillor, County Councillor.	INFORMATION
17/054	ALL MEMBERS	<b>To CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 1<sup>ST</sup> FEBRUARY 2017.</b> <b>To CONFIRM THE MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON 21<sup>ST</sup> FEBRUARY 2017.</b>	DECISION
17/055	ALL MEMBERS	<b>Notice Board at Creeping Hall Road.</b> To re-discuss possible notice board at Creeping Hall Road, to consider quotation from Colne Contracts for the hardstanding and footway.	DECISION
17/056	ALL MEMBERS	<b>Asset Register 2017.</b> To confirm and sign the Asset Register for 2017.	DECISION
17/057	ALL MEMBERS	<b>May 2017 Annual Parish Council Meeting (AGM) and Parish Council Meeting.</b> To consider to change the Annual Parish Council Meeting followed by the Parish Council meeting from 3 <sup>rd</sup> May 2017 to Wednesday 17 <sup>th</sup> May in the Small Committee Room, or to Wednesday 24 <sup>th</sup> May in the main hall.	DECISION
17/058	ALL MEMBERS	<b>Councillor Training.</b> Item 1. To consider Cllr.P.Cope to attend Councillor training days at the EALC on 11 <sup>th</sup> and 18 <sup>th</sup> July 2017, at a cost of £80.00 per day. Item 2. To consider the Clerk to attend improve spelling, punctuation and grammar training at ACL Colchester on 10 <sup>th</sup> May 2017 at a cost of £16.50.	DECISION

<b>17/059</b>	CLLR.M.TAYLOR AND CLLR.A.BROWN	<b>Station Road LHP Traffic Calming Proposal.</b> Update by Cllr. Anne Brown.	INFORMATION/DECISION																											
<b>17/060</b>	ALL MEMBERS	<b>Planning Matters.</b> <b>Ref: 163185</b> Virley Cottage, Colchester Road, Wakes Colne Colchester CO6 2BY Erect house and associated garage. TO CONSIDER ANY APPLICATIONS RECEIVED	DECISION																											
<b>17/061</b>	CLERK	<b>Financial Matters.</b> <b>1) Financial Statement for March (Items to be approved for payment and signed as per payment schedule).</b> <table border="1" data-bbox="408 461 1246 752"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>T-MOBILE (For February)</td> <td>DD</td> <td>22.44</td> </tr> <tr> <td>123 REG (WEBSITE DOMAIN NAME RENEWAL)</td> <td>DD</td> <td>28.66</td> </tr> <tr> <td>DIANE JACOB (Salary for February)</td> <td>SO</td> <td>423.01</td> </tr> <tr> <td>ESSEX PENSION FUND (for February)</td> <td>SO</td> <td>103.10</td> </tr> <tr> <td>CHAPPEL &amp; WAKES COLNE VILLAGE HALL INV.No.1201</td> <td>101012</td> <td>18.00</td> </tr> <tr> <td>DIANE JACOB (Expenses for February)</td> <td>101013</td> <td>37.58</td> </tr> <tr> <td>DIANE JACOB (Office Rent from March 2016 to March 2017)</td> <td>101014</td> <td>250.00</td> </tr> <tr> <td>EALC INV.No. 7940 (NEW COUNCILLOR PACK)</td> <td>101015</td> <td>17.00</td> </tr> </tbody> </table> <b>2) MONTHLY BUDGET STATEMENT.</b>		CHEQUE No.	TOTAL	T-MOBILE (For February)	DD	22.44	123 REG (WEBSITE DOMAIN NAME RENEWAL)	DD	28.66	DIANE JACOB (Salary for February)	SO	423.01	ESSEX PENSION FUND (for February)	SO	103.10	CHAPPEL & WAKES COLNE VILLAGE HALL INV.No.1201	101012	18.00	DIANE JACOB (Expenses for February)	101013	37.58	DIANE JACOB (Office Rent from March 2016 to March 2017)	101014	250.00	EALC INV.No. 7940 (NEW COUNCILLOR PACK)	101015	17.00	DECISION
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<b>17/062</b>	CLLR.M.TAYLOR	<b>Station Approach.</b> Lighting at the Railway - update	DECISION																											
<b>17/063</b>	CLLR.K. BROWN	<b>Parish Public Footpaths Working Group.</b> Update.	INFORMATION																											
<b>17/064</b>	CLLR.S.SCRASE	<b>Bures Road.</b> Advance warning signs, update.	INFORMATION																											
<b>17/065</b>	CLERK	<b>Clerk's Report.</b>	INFORMATION																											
<b>17/066</b>	ALL MEMBERS	<b>To Exclude the Press and Public.</b> Public Bodies (Admission to Meetings) Act 1960 'That the public be excluded from the meeting during consideration of Agenda Item <b>17/067</b> on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business subject to the public bodies admission to meetings Act 1960 Section 1 Sub-section 2.	DECISION																											
<b>17/067</b>	PERSONNEL COMMITTEE	<b>Personnel Issues.</b> Annual Clerks Appraisal. Annual Salary Increment. National Pay Scales (NALC, SLCC). Office Rent. Funded Overtime. Payroll Provider Services. To consider changing provider. (Contract of employment to be signed to reflect any changes).	DECISION																											
<b>17/068</b>	ALL MEMBERS	<b>Date of Next Meeting.</b> Parish Council Meeting Wednesday 5 <sup>th</sup> April 2017 (7.15pm)	INFORMATION																											

THIS NOTICE WAS ISSUED BY:

MRS DIANE JACOB

CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL

WAKES COLNE PARISH COUNCIL

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