



# WAKES COLNE PARISH COUNCIL

*YOUR PARISH COUNCIL WORKING FOR YOUR PARISH*

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

26<sup>TH</sup> OCTOBER 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 2<sup>ND</sup> NOVEMBER 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
22/175	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
22/176	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
22/177	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
22/178	All Members	<b>Ward and County Councillors to address the members if present.</b> Ward Councillor, County Councillor.	Information
22/179	All Members	<b>Minutes.</b> <b>Item 1.</b> To confirm the draft minutes of the Parish Council Meeting held on 7 <sup>th</sup> September 2022. <b>Item 2.</b> To confirm the draft minutes of the Parish Council meeting held on 5 <sup>th</sup> October 2022. <b>Item 3.</b> To confirm the draft minutes of the Personnel Committee held on 19 <sup>th</sup> October 2022.	Decision
22/180	All Members	<b>Planning Matters.</b> <b>Item 1.</b> Updates. <b>Item 2.</b> New Applications. <b>Ref:</b> 222586 <b>Location:</b> land north of, Wakes Hall Business Centre, Colchester Road, Wakes Colne <b>Description:</b> Erection of a single unit of Holiday Accommodation, associated change of use and service road. TO CONSIDER ANY OTHER APPLICATIONS RECEIVED.	Decision

22/181	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. To note that the remaining S106 funding of £377.09 has to be claimed from CBC before December 2022 - update.</p>	Information / Decision																																	
22/182	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> <p><b>Item 5.</b> Previous Minute No. 22/148 Defibrillator – recall update. Ref: Due to be collected on 5<sup>th</sup> October.</p>	Highway/ Decision																																	
22/183	All Members	<p><b>Footpaths.</b></p> <p><b>Item 1.</b> Report and update by Cllr Fisher.</p> <p><b>Item 2.</b> Opening of Tyburn Hill Walk - update.</p> <p><b>Item 3.</b> Revisions and additions to local walks booklet – update.</p>	Decision																																	
22/184	All Members	<p><b>Complaints Procedure.</b></p> <p>To consider to adopt a revised complaints procedure.</p>	Decision																																	
22/185	All Members	To receive reports from outside bodies, training courses, representatives on village committees and Parish Council working groups.	Information																																	
22/186	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																																	
22/187	All Members	<p><b>Grant Funding Applications received for consideration (Payment made in the next financial year 2023/2024 precept).</b></p> <p>To consider any applications received (Closing date was 31st October 2022).</p>	Decision																																	
22/188	All Members	<p><b>Precept/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 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																																	
22/189	All Members	<p><b>Precept/Budget 2023/2024.</b></p> <p>To consider the draft budget and any additional headings; item to then be on the December agenda to be set.</p>	Information																																	
22/190	All Members	<b>Clerk's Report.</b>	Information																																	
22/191	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"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>JPB Landscapes Inv. No. 1430</td> <td>101450</td> <td>60.00</td> </tr> <tr> <td>Chappel &amp; Wakes Colne Village Hall (Inv. No.</td> <td>101451</td> <td></td> </tr> <tr> <td>EE Inv. No. V02038009342 (Calls made in September)</td> <td>DD</td> <td>16.40</td> </tr> <tr> <td>D. Jacob (Salary for November)</td> <td>SO</td> <td>550.00</td> </tr> <tr> <td>D. Jacob (Salary adjustment for November)</td> <td>101452</td> <td>8.45</td> </tr> <tr> <td>HM Revenue &amp; Customs (for November)</td> <td>101453</td> <td>4.00</td> </tr> <tr> <td>Essex Pension Fund (for November)</td> <td>SO</td> <td>160.00</td> </tr> <tr> <td>Essex Pension Fund (Adjustment for November)</td> <td>101454</td> <td>8.98</td> </tr> <tr> <td>D. Jacob (expenses for October as per receipts)</td> <td>101455</td> <td>58.76</td> </tr> <tr> <td>HandyKing (Inv.No. 187 previous minute No. 22/162)</td> <td>101456</td> <td>90.00</td> </tr> </tbody> </table> <p>2) Monthly Budget Statement.</p>		CHEQUE No.	TOTAL	JPB Landscapes Inv. No. 1430	101450	60.00	Chappel & Wakes Colne Village Hall (Inv. No.	101451		EE Inv. No. V02038009342 (Calls made in September)	DD	16.40	D. Jacob (Salary for November)	SO	550.00	D. Jacob (Salary adjustment for November)	101452	8.45	HM Revenue & Customs (for November)	101453	4.00	Essex Pension Fund (for November)	SO	160.00	Essex Pension Fund (Adjustment for November)	101454	8.98	D. Jacob (expenses for October as per receipts)	101455	58.76	HandyKing (Inv.No. 187 previous minute No. 22/162)	101456	90.00	Decision
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22/192	All Members	<p><b>To exclude the press and public.</b></p> <p>Public Bodies (Admission to Meetings) Act 1960</p> <p>'That the public be excluded from the meeting during consideration of Agenda Item 22/192 on the grounds that publicity would be prejudicial to the public interest by reason</p>	Decision																																	

		of the confidential nature of the business subject to the public bodies admission to meetings Act 1960 Section 1 Sub-section 2. Resolution to exclude members of public.	
<b>22/193</b>	All Members	<b>Personnel Matters.</b> Parish Clerk & Responsible Financial Officer – Contract of employment to be discussed and signed to reflect any changes.	Decision
<b>22/194</b>	All Members	<b>Date of Next Meeting.</b> Parish Council Meeting 7 <sup>th</sup> December (7.15pm).	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