



# WAKES COLNE PARISH COUNCIL

*YOUR PARISH COUNCIL WORKING FOR YOUR PARISH*

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

1<sup>ST</sup> OCTOBER 2020

DUE TO THE CORONAVIRUS AND GOVERNMENT ADVICE THIS VIRTUAL MEETING WILL BE HELD BY **MICROSOFT TEAMS**  
ITEM 20/136 ON THE AGENDA - THE PRESS AND PUBLIC ARE INVITED TO CONTACT/SEND COMMENTS TO THE PARISH CLERK OR IF YOU  
WOULD LIKE TO ATTEND PLEASE SEND YOUR E-MAIL ADDRESS TO THE CLERK

DEAR COUNCILLOR

YOU ARE **SUMMONED** TO ATTEND THE FORTHCOMING VIRTUAL PARISH COUNCIL MEETING, OF WAKES COLNE PARISH COUNCIL AT  
**7.15 P.M. ON WEDNESDAY 7<sup>TH</sup> OCTOBER 2020** FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE  
AGENDA.

DIANE JACOB  
CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL

## AGENDA

ITEM	PRESENTER	SUBJECT	STATUS
20/134	All Members	<b>Chairman.</b> To elect a Chairman.	Decision
20/135	All Members	<b>Vice-Chairman.</b> To confirm/elect a Vice-Chairman.	Decision
20/136	All Members	<b>Welcome &amp; Apologies of Absence.</b> Members are reminded that the LGA1972, s85 states that apologies for absence must be received prior to a meeting.	Decision
20/137	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 2020.	Decision
20/138	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
20/139	All Members	<b>Ward and County Councillors to address the members if present.</b> Ward Councillor, County Councillor	Information
20/140	All Members	<b>Minutes.</b> <b>Item 1.</b> To confirm the minutes of the Extraordinary Parish Council meeting held on 5 <sup>th</sup> August 2020. <b>Item 2.</b> To confirm the minute of the Parish Council meeting held on 2 <sup>nd</sup> September 2020.	Decision

20/141	All Members	<p>Planning Matters.</p> <p><b>Ref: 201978</b></p> <p>Crepping Hall Farm, Crepping Hall Road, Wakes Colne Colchester CO6 2AL Application for prior notification of agricultural or forestry development - proposed building.</p> <p><b>Ref: 201849</b></p> <p>Mount Bures Baptist Church, Bures Road, Wakes Colne Colchester Demolition of existing flat roof toilet block. Rear/side single storey extension to provide new kitchen, toilets and vestry</p> <p>TO CONSIDER ANY APPLICATIONS RECEIVED</p>	Decision																																																																																							
20/142	All Members	<p><b>Council Documents.</b></p> <p><b>Item 1.</b> To consider to adopt a risk assessment for planting spring bulbs.</p> <p><b>Item 2.</b> To consider to adopt a Publication Scheme as advised by NALC.</p>	Decision																																																																																							
20/143	All Members	<p><b>Bank Signatories.</b></p> <p>To confirm three signatories for the Parish Council Bank Accounts. We currently have one Councillor in place Cllr. H. Wasteneay.</p>	Decision																																																																																							
20/144	All Members	<p><b>Financial Matters.</b></p> <p>1) Financial Statement for July/August/September (Items to be approved for payment and signed as per payment schedule).</p> <table border="1" data-bbox="395 725 1310 1671"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr><td>JPB Landscapes Inv. No. 1058 (For June &amp; July)</td><td>101211</td><td>120.00</td></tr> <tr><td>EE (for calls made in July) Inv. No. V01772641625</td><td>DD</td><td>21.20</td></tr> <tr><td>D. Jacob (Salary for July)</td><td>SO</td><td>500.00</td></tr> <tr><td>Adjustment for D. Jacob (salary adjustment for July)</td><td>101228</td><td>16.06</td></tr> <tr><td>HM Revenue &amp; Customs (for July)</td><td>101229</td><td>2.00</td></tr> <tr><td>Essex Pension Fund (for July)</td><td>SO</td><td>140.00</td></tr> <tr><td>Adjustment for Essex Pension Fund (for July)</td><td>101230</td><td>15.60</td></tr> <tr><td>Essex Association of Local Councils Inv. No. 12928</td><td>101231</td><td>48.00</td></tr> <tr><td>Essex Association of Local Councils Inv. No. 12933</td><td>101232</td><td>48.00</td></tr> <tr><td>Breeze Office Solutions Ltd (Inv.No. 111528)</td><td>101233</td><td>45.94</td></tr> <tr><td>D. Jacob (Salary for August)</td><td>SO</td><td>500.00</td></tr> <tr><td>Adjustment for D. Jacob (Salary adjustment for August)</td><td>101234</td><td>16.06</td></tr> <tr><td>HM Revenue &amp; Customs (For August)</td><td>101235</td><td>2.00</td></tr> <tr><td>Essex Pension Fund (For August)</td><td>SO</td><td>140.00</td></tr> <tr><td>Adjustment for Essex Pension Fund (for August)</td><td>101236</td><td>15.60</td></tr> <tr><td>D. Jacob (Expenses for July/August 2020)</td><td>101237</td><td>64.47</td></tr> <tr><td>EE (for calls made in August) Inv. No. V01782636513</td><td>DD</td><td>21.20</td></tr> <tr><td>JPB Landscapes Inv.No.1096 &amp; 1103 (For August and September)</td><td>101238</td><td>120.00</td></tr> <tr><td>A &amp; J Lighting Inv. No. 34388 (Street Light Maintenance)</td><td>DD</td><td>55.66</td></tr> <tr><td>EE (for calls made in September) Inv. No. V0179275445</td><td>DD</td><td>21.20</td></tr> <tr><td>D. Jacob (Salary for September)</td><td>SO</td><td>500.00</td></tr> <tr><td>Adjustment for D. Jacob (salary adjustment for September)</td><td>101239</td><td>80.89</td></tr> <tr><td>HM Revenue &amp; Customs (for September)</td><td>101240</td><td>18.00</td></tr> <tr><td>Essex Pension Fund (for September)</td><td>SO</td><td>140.00</td></tr> <tr><td>Adjustment for Essex Pension Fund (for September)</td><td>101241</td><td>40.57</td></tr> <tr><td>Richard Edwards In. No. 40856</td><td>101242</td><td>63.00</td></tr> <tr><td>D. Jacob (Expenses for September)</td><td>101243</td><td>62.80</td></tr> <tr><td>Colchester Borough Council Inv. No. 20176649</td><td>101244</td><td>23.00</td></tr> </tbody> </table> <p>2) MONTHLY BUDGET STATEMENT.</p>		CHEQUE No.	TOTAL	JPB Landscapes Inv. No. 1058 (For June & July)	101211	120.00	EE (for calls made in July) Inv. No. V01772641625	DD	21.20	D. Jacob (Salary for July)	SO	500.00	Adjustment for D. Jacob (salary adjustment for July)	101228	16.06	HM Revenue & Customs (for July)	101229	2.00	Essex Pension Fund (for July)	SO	140.00	Adjustment for Essex Pension Fund (for July)	101230	15.60	Essex Association of Local Councils Inv. No. 12928	101231	48.00	Essex Association of Local Councils Inv. No. 12933	101232	48.00	Breeze Office Solutions Ltd (Inv.No. 111528)	101233	45.94	D. Jacob (Salary for August)	SO	500.00	Adjustment for D. Jacob (Salary adjustment for August)	101234	16.06	HM Revenue & Customs (For August)	101235	2.00	Essex Pension Fund (For August)	SO	140.00	Adjustment for Essex Pension Fund (for August)	101236	15.60	D. Jacob (Expenses for July/August 2020)	101237	64.47	EE (for calls made in August) Inv. No. V01782636513	DD	21.20	JPB Landscapes Inv.No.1096 & 1103 (For August and September)	101238	120.00	A & J Lighting Inv. No. 34388 (Street Light Maintenance)	DD	55.66	EE (for calls made in September) Inv. No. V0179275445	DD	21.20	D. Jacob (Salary for September)	SO	500.00	Adjustment for D. Jacob (salary adjustment for September)	101239	80.89	HM Revenue & Customs (for September)	101240	18.00	Essex Pension Fund (for September)	SO	140.00	Adjustment for Essex Pension Fund (for September)	101241	40.57	Richard Edwards In. No. 40856	101242	63.00	D. Jacob (Expenses for September)	101243	62.80	Colchester Borough Council Inv. No. 20176649	101244	23.00	Decision
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20/145	Cllr Fisher	<p><b>Parish Public Footpaths Working Group.</b> Update.</p>	Information																																																																																							
20/146	All Members	<p><b>Future Parish Council meetings.</b></p> <p>That the Parish Council take steps to discontinue using Virtual Platform to communicate and to revert to having the monthly meetings at the Village Hall commencing with November meeting, but to observe any Government restrictions placed on Village Hall gatherings.</p>	Decision																																																																																							
20/147	All Members	<p><b>Finger Posts.</b></p> <p>To review what action has been taken in relation to the decision taken at the 1<sup>st</sup> July meeting item 20/123 – Update this has been reported to the Highway Rangers and we are waiting for work to be carried out.</p>	Information																																																																																							

<b>20/148</b>	All Members	<b>Royal British Legion.</b> To consider the purchase of a wreath or a donation for Remembrance Day.	Decision
<b>20/149</b>	All Members	<b>Parish Calendar 2021/2022.</b> To set the Parish Calendar for 2021/2022.	Decision
<b>20/150</b>	All Members	<b>Tree Branches and brambles/nettles.</b> To considers the quote to cut back the trees/branches overhanging the footpath from the viaduct to the bus stop on the A1124 total cost £78.00.	Decision
<b>20/151</b>	All Members	<b>Telephone Book Exchange (Near Post Office A1124)</b> To consider a volunteer to clean and tidy the book exchange on regular basis.	Decision
<b>20/152</b>	All Members	<b>Spring Bulb planting.</b> To confirm a date/time etc to plant spring flowering bulbs – volunteers required for planting at the Corner A1124 and also around the book exchange in Lane Road. (no more than 6 people in line with Coivid 19 social distancing restrictions).	Decision
<b>20/153</b>	All Members	<b>Wakes Colne Parish Council in conjunction with Chappel Parish Council</b> Are willing to help resolve your problems during these difficult times, if you have had to self-isolate due to Coronavirus we will try and endeavour to collect shopping, prescriptions etc. We are also here for a reassuring conversation if it helps. Please contact Wakes Colne Parish Council on 07508 787869 [leave a message also name & telephone number for a reply] or email parishclerk@wakescolne.org	Information update
<b>20/154</b>	All Members	<b>Vacancy on Wakes Colne Parish Council.</b> Item 1/ To consider application and Co-Opt candidate. Item 2/ Co-opted candidate to sign acceptance of office. Item 3/ Consent form to receive the Council Summons and agenda electronically. Item 4/ Declaration of interest form to be sent direct to Colchester Borough Council and also Clerk to receive a copy.	Decision to be made via e-mail votes
<b>20/155</b>	Clerk	<b>Clerk's Report.</b>	Information
<b>20/156</b>	All Members	<b>Date of Next Meeting.</b> Parish Council meeting 4 <sup>th</sup> November 2020 at 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](mailto:PARISHCLERK@WAKESCOLNE.ORG)