

Wakes Colne Parish Council

Minutes of the monthly Wakes Colne Parish Council Meeting held on Wednesday 7th December 2011 at 7.15 pm in the Wakes Colne Village Hall.

In the Chair: Acting Chairman Cllr.K. Martin.
 Present: Cllrs: H. Cresswell, S. Hounslow, C. Cracknell, and A. Hannington.
 Acting Clerk: Mr. M. Letch.

Also Present: Cllr. P. Chillingworth of CBC, and six members of the public.

ITEM	SUBJECT
11/187	WELCOME AND APOLOGIES FOR ABSENCE. ALL PRESENT
11/188	DECLARATION OF INTERESTS. <i>To receive any 'personal' or 'personal and prejudicial' interests relating to items on the agenda. Members of the council are subject to the Local Authorities (Model Code of Conduct) Order 2007 (SI. 2007/1159) (The Revised Code) with the additional non mandatory section 12(2)</i> <i>No declarations made</i>
11/189	ELECTION OF CHAIRMAN Cllr. Hannington proposed Cllr. Martin, seconded by Cllr Hounslow. Resolved , Cllr. Martin is Chairman ELECTION OF VICE CHAIRMAN Cllr. Cracknell proposed Cllr. Cresswell, seconded by Cllr. Hannington Resolved, Cllr. Cracknell is Vice Chairman.
11/190	APPOINTMENT OF LOCUM CLERK Cllr. Cresswell proposed to appoint Mr Michael Letch as the locum clerk. Seconded by Cllr Hounslow. Resolved – Mr Michael Letch has been appointed locum clerk until a permanent appointment is made
11/191	PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST. Mr Cole gave an update on defibrillators in the area; there are seven in the Colne Valley, of which two are proposed for Wakes Colne. There are three potential sites; the green, the disused telephone box and the Swan Public House. Wherever they are sited, they will require an electricity supply, and further information is still required. The Community Speed Watch equipment has been placed in storage pending a decision about how is to be taken forward. The churchwarden advised the Council were advised that the Wakes Colne churchyard costs £2,500 a year to manage, and wind damage to trees has incurred and additional £3,500 of work in the last year. He requested that the Council considered raising additional money through the precept to help fund this village asset.
11/192	THERE WAS NO REQUIREMENT TO CLOSE THE MEETING TO PRESS AND PUBLIC

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11/193	<p>WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT.</p> <p>Ward Councillor Peter Chillingworth explained that the rumours about selling-off the Colchester town hall were unfounded. The magistrate’s Court is moving off-site, and the Council is considering how to manage the whole building, but does not foresee having to sell it off.</p> <p>He also updated the council about the planning committee’s decision on application 111335, Vernon’s Road, explaining that although the application was granted, this was with the condition that no work is started until the site is connected to water, electricity and drainage utilities. There is a condition that the site is restricted to a maximum of three pitches for six caravans, and a further condition that no trade or work is undertaken on-site.</p> <p>There were requests from the public that the signage in Vernon’s road is changed to ensure clarity to road users.</p>																								
11/194	<p>RESOLVED. That the minutes from the Parish Council meeting HELD 2ND NOVEMBER 2011, and the Extraordinary meeting 18th October be approved as a correct record and signed by the Chairman of the meeting, Cllr. Martin.</p>																								
11/195	<p>THERE WERE NO MATTERS FOR INFORMATION FOR THE CHAIRMAN’S BRIEFING</p>																								
11/196	<p>Resolved. Monthly Budget Statement for November was noted and The Financial Statement for December was approved. The following cheques were approved for payment</p> <table border="1" data-bbox="252 996 1209 1279"> <thead> <tr> <th>PAYEE</th> <th>CHEQUE</th> <th>VALUE £</th> </tr> </thead> <tbody> <tr> <td>CBC ELECTORAL SERVICES</td> <td>100656</td> <td>58.20</td> </tr> <tr> <td>ADMIN 2U</td> <td>100657</td> <td>85.13</td> </tr> <tr> <td>MRS V BURROWS</td> <td>100658</td> <td>727.68</td> </tr> <tr> <td>CHAPPEL & WAKES COLNE VILLAGE HALL</td> <td>100659</td> <td>112.50</td> </tr> <tr> <td>GUILDHALL SERVICES</td> <td>100660</td> <td>60.00</td> </tr> <tr> <td>COLNE ENGAINE PARISH COUNCIL</td> <td>100661</td> <td>56.60</td> </tr> <tr> <td>LETCHWOOD</td> <td>100662</td> <td>170.50</td> </tr> </tbody> </table> <p>It was requested that the Clerk looks-into a more helpful format for presenting the financial information, perhaps incorporating a projected spend, or a profiled spend.</p> <p>It was requested that an informal letter be written to Chappel Parish Council to enquire about sharing the cost of the Vernon’s Road planning application. The meeting was closed for five minutes to hear an update from the Chair of Chappel Parish Council who advised Wakes Colne PC that the clerk did not receive authority from Chappel PC to spend extra time on the application, so the cost could not be shared between the councils.</p>	PAYEE	CHEQUE	VALUE £	CBC ELECTORAL SERVICES	100656	58.20	ADMIN 2U	100657	85.13	MRS V BURROWS	100658	727.68	CHAPPEL & WAKES COLNE VILLAGE HALL	100659	112.50	GUILDHALL SERVICES	100660	60.00	COLNE ENGAINE PARISH COUNCIL	100661	56.60	LETCHWOOD	100662	170.50
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11/197	<p><u>PARISH PRECEPT</u></p> <p>The draft precept was considered, and minor amendments made. Councillors to consider the precept and finalise in January. CBC has requested submission of the precept by 6th February for inclusion in their Budget meeting on 15th February.</p> <p>The meeting was closed for 10 minutes to hear a request for funding from the Churchwarden, and to hear comments about funding for defibrillators.</p>																								
11/198	<p><u>PLANNING MATTERS:</u></p> <p>RESOLVED. No objection to Application No: 112110: demolition of existing garage and workshop and erection of replacement at 2 lower green Wakes Colne, CO6 2BA</p>																								

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11/199	It was requested that the Diamond jubilee update was added to the agenda for January.
11/200	<p>The Clerk advised the Council that membership of the Society of Local Council Clerks would be a valuable source of support and information to the permanent clerk, and recommended that the subscription was renewed.</p> <p>Proposed by Cllr Hounslow, Seconded by Cllr Cracknell. Resolved. The Council renews the subscription to the Society of Local Council Clerks.</p>
11/201	the Risk Assessment document for 2011 / 2012 was signed- off by Cllrs Hounslow and Cracknell
11/202	The Personnel Committee were intending to arrange a meeting in early January to consider the terms of reference for the committee and to consider the process for recruiting a permanent clerk.
11/203	<p>The Clerk circulated copies of a standard procedure for the advertisement and selection of Co-opted Councillors.</p> <p>Proposed Cllr Hounslow, Seconded Cllr Hannington. Resolved. To adopt the procedure for co-option when required.</p>
11/204	The council were advised that Greene King would require £1,250 in legal fees to allow the creation of a permissive footpath along Bures Road. It was agreed that GK would be approached again to see if there was a more affordable way to conclude the agreement, and would be requested to provide a breakdown of the legal fees.
11/205	<p>The clerk recommended that the council purchased a mobile phone to provide a contact point for the clerk that could be passed-on to the permanent clerk.</p> <p>Proposed Cllr Hounslow, seconded, Cllr Cresswell Resolved. To spend up to £30 on a PAYG mobile phone with the option of converting it to a contract phone if required.</p>
11/206	<p>Items for future meetings.</p> <p>January; finalise precept, Diamond Jubilee, recruitment of new clerk February; community speed watch, defibrillators March; localism bill (after training)</p>
11/207	<p>DATE OF NEXT MEETING 24TH JANUARY 2012 AT 7.15 IN THE VILLAGE HALL</p>

Meeting closed at 10.00 p.m.

Signed:.....

Chairman of the Parish Council

Date: 24th January 2012