

**Minutes of the Wakes Colne Parish Council Annual Meeting held on
Wednesday May 13th 2015 at 7.00pm in the Wakes Colne Village Hall.**

In the Chair: Cllr. S. Hounslow
 Present: Cllrs: Cllr. H. Cresswell, Cllr. A. Hannington, Cllr. S. Scrase, Cllr. K. Brown, Cllr. M. Bowden
 Clerk: Mrs D. Jacob
 Also Present: Two members of the public

ITEM	PRESENTER	SUBJECT
15/097	ALL MEMBERS	TO ELECT THE CHAIRMAN To elect Cllr. S. Hounslow as Chairman, proposed by Cllr. M. Bowden, Seconded by Cllr. A. Hannington, all in favour, resolution passed.
15/098	CHAIRMAN	CHAIRMAN'S DECLARATION OF OFFICE – SIGNED BY CLLR.S. HOUNSLOW
15/099	ALL MEMBERS	TO ELECT THE VICE-CHAIRMAN To elect Cllr. A. Hannington as Vice-Chairman, proposed by Cllr. H.Cresswell, Seconded by Cllr. S. Scrase, all in favour, resolution passed.
15/100	VICE-CHAIRMAN	VICE –CHAIRMAN'S DECLARATION OF OFFICE – SIGNED BY CLLR. A. HANNINGTON
15/101	ALL MEMBERS	DECLARATION OF ACCEPTANCE OF OFFICE Confirmed Declaration of Acceptance forms signed, Clerk to send to Colchester Borough Council.
15/102	ALL MEMBERS	CHECK MEMBERS REGISTER OF INTEREST MEMBERS TO REVIEW THEIR DECLARATIONS AND UPDATE WHERE NECESSARY Register Checked and confirmed that it is up to date.
15/103	ALL MEMBERS	BANK MANDATE FORMS ITEM 1. TO AGREE AND CONFIRM THREE SIGNATORIES Signatories to remain as previous, Cllr. S. Hounslow, Cllr.A.Hannington and Cllr. H.Cresswell ITEM 2. TO SIGN BANK MANDATE FORMS IF NECESSARY (Not necessary) Proposed by Cllr. Hounslow, seconded by Cllr.M.Bowden, all in favour, resolution passed
15/104	ALL MEMBERS	ITEM 1. MEMBERSHIP REVIEWED AND AGREED RENEWAL OF THE FOLLOWING BODIES: ESSEX ASSOCIATION OF LOCAL COUNCILS NATIONAL ASSOCIATION OF LOCAL COUNCILS COLCHESTER ASSOCIATION OF LOCAL COUNCILS SOCIETY OF LOCAL COUNCIL CLERKS Proposed by Cllr. M. Bowden, Seconded by Cllr. H.Cresswell, all in favour, resolution passed. ITEM 2. TO ELECT A REPRESENTATIVE TO ATTEND CALC MEETINGS Cllr. S. Scrase elected to be the Wakes Colne Parish Council Representative to attend CALC meetings. Proposed by Cllr.M. Bowden, seconded by Cllr.H. Cresswell, all in favour resolution passed
15/105	ALL MEMBERS	RE-ADOPTED COUNCIL POLICIES A. STANDING ORDERS B. FINANCIAL REGULATIONS C. CO-OPTION POLICY D. COMPLAINTS PROCEDURE E. PUBLIC PARTICIPATION AT PARISH COUNCIL MEETINGS F. FREEDOM OF INFORMATION PUBLICATION SCHEME G. GRANT FUNDING POLICY H. COMMUNITY EMERGENCY PLAN I. TRAINING POLICY J. TRAINING RECORD K. CODE OF CONDUCT & NOLAN PRINCIPLES L. RISK ASSESSMENT CLEARANCE OF FOOTPATHS IN WAKES COLNE M. STRATEGIC RISK REGISTER ASSESSMENT N. EQUALITY & DIVERSITY POLICY O. DIGNITY AT WORK/BULLYING AND HARASSMENT POLICY P. ACTION PLAN Q. LOCAL GOVERNMENT PENSION SCHEME DISCRETIONS POLICY STATEMENT

1 Signed:.....
 Chairperson of the Parish Council

Date: 3rd June 2015

		<p>R. RISK ASSESSMENT FOR LITTER PICKING WITH WAKES COLNE</p> <p>S. RISK ASSESSMENT RECORD FOR GENERIC PUBLIC RIGHTS OF WAY WITHIN WAKES COLNE</p> <p>Proposed by Cllr. M. Bowden, Seconded by Cllr. K Brown, all in favour, resolution passed.</p>
15/106	ALL MEMBERS	<p>GENERAL POWER OF COMPETENCE</p> <p>TO REPORT AND ADOPT THE PROPOSAL THAT WAKES COLNE PARISH COUNCIL MEETS THE REQUIREMENTS TO BECOME A PARISH WITH 'GENERAL POWER OF COMPETENCE'.</p> <p>Confirmed that Wakes Colne Parish Council meets the criteria.</p> <p>Proposed by Cllr.S.Scrase, seconded by Cllr.K. Brown, all in favour, resolution passed</p>
15/107	ALL MEMBERS	<p>TO ELECT PERSONNEL COMMITTEE AND PERSONNEL COMMITTEE CHAIRMAN</p> <p>COMMITTEE, CLLR.S. HOUNSLOW, CLLR, A. HANNINGTON, CLLR. M. BOWDEN,</p> <p>CHAIRMAN CLL.M. BOWDEN</p> <p>TO ADOPT TERMS OF REFERENCE FOR PERSONNEL COMMITTEE – ADOPTED</p> <p>Proposed by Cllr. K. Brown, Seconded by Cllr. S.Scrase, all in favour, resolution passed</p>
15/108	ALL MEMBERS	<p>REVIEW AND CONFIRM ARRANGEMENTS FOR INSURANCE COVER</p> <p>Discussion took to appoint Came & Co to cover the insurance requirements for a 3 year long term, binding contract until the 31 May 2018, at an annual premium of £286.60.</p> <p>Proposed by Cllr. M. Bowden, Seconded by Cllr. K. Brown, all in favour, resolution passed.</p>
15/109	ALL MEMBERS	<p>CONSENT FORM TO RECEIVE THE COUNCIL SUMMONS AND AGENDA ELECTRONICALLY</p> <p>Confirmed that all members have signed the Model consent forms to receive the Council summons and agenda electronically.</p>
15/110	ALL MEMBERS	<p>VILLAGE HALL REPRESENTATIVE</p> <p>Cllr. S. Scrase elected to be the Wakes Colne Representative to attend Village Hall Meetings.</p> <p>Proposed by Cllr.M. Bowden, seconded by Cllr.H. Cresswell, all in favour resolution passed .</p>
15/111	ALL MEMBERS	<p>MILLENNIUM GREEN REPRESENTATIVE</p> <p>TO ELECT A REPRESENTATIVE TO ATTEND MILLENNIUM GREEN MEETINGS</p> <p>To be deferred until June Agenda.</p>
15/112	ALL MEMBERS	ANNUAL MEETING CLOSED AT 7.20PM