

**Minutes of the monthly Wakes Colne Parish Council Meeting held on
Wednesday May 1st 2013 at 7.30pm in the Wakes Colne Village Hall.**

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

ITEM	PRESENTER	SUBJECT
13/86	CHAIRMAN	WELCOME AND APOLOGIES FOR ABSENCE. Chairman welcomed everyone. Apologies received from Cllr. Bowden.
13/87	CHAIRMAN	DECLARATION OF INTERESTS. Declarations of a Non-Pecuniary Interest was received by Cllr. S. Scrase regarding item 13/94 and from Cllr. K. Brown relating to item 13/96.
13/88	CHAIRMAN	PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST. A member of the public reported that refurbishment of the Village Hall was progressing and that redecoration on the outside of the building would hopefully commence in October.
13/89	CHAIRMAN	WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT. Cllr P. Chillingworth reported the planning committee is due to meet on 27 th June Cllr A. Brown reported on the on-going issues with Highways. Further e-mails are required. Also discussed P3 funding and money available to parishes.
13/90	CLERK	CLERKS REPORT An extra 12 hours' work has been carried out this month, on the accounts to bring them up to the standard required for year end, along with all the policies and procedures. Expenses will be slightly higher next month, because of all the photocopying of policies etc. A letter has been sent to reclaim VAT for the year 11/12 for £317.65 and year 12/13 £271.60 a total of £589.25. On the 4 th April received payment from Colchester Borough Council for £6,600.00 the 1 st instalment of the precept and grant. The remainder to follow in September. Received a cheque from the Essex Association of Local Councils for £288.75 being refunded from the Clerks Bursary now completed Essex Equals 17 (CiLCA Training). The registration fee will follow once the Clerk has passed the exam. The notice board at the end of Inworth Lane has been installed.
13/91	CLLR.K. BROWN	EMERGENCY PLAN Confirmed that this was a working plan, and could be changed if necessary To adopt the Emergency Plan, proposed by Cllr. S. Hounslow, seconded by Cllr. M. Bowden, all in favour, resolution passed.
13/92	ALL MEMBERS	TO SIGN OFF ACCOUNTS FOR 2012/2013 Proposed Cllr S. Hounslow, seconded by Cllr. H. Cresswell, all in favour ,resolution passed.
13/93	ALL MEMBERS	TO APPOINT AND INTERNAL AUDITOR. To appoint Elaine Bryan as per previous year, proposed by Cllr. S. Hounslow, seconded by S. Scrase, all in favour, resolution passed.
13/94	ALL MEMBERS	MAINTENANCE OF VERGE RIGHT HAND SIDE OF PATHWAY Cllr. S. Scrase left the room. Overhanging trees and small piece along the Street (to the side of the village shop) To approach Mow & Mend to make a one off tidy up of the area, then to ask Highways to maintain this area. Proposed by Cllr. S. Hounslow, seconded by Cllr. A. Hannington, all in favour, resolution passed.

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

Date:.....

13/95	CLERK	<p>FINANCIAL MATTERS: Resolved.. PROPOSED BY CLLR S. HOUNSLOW SECONDED BY CLLR. M. TAYLOR AND ALL IN FAVOUR - The following cheques were approved for payment:</p> <table border="1" data-bbox="379 197 1249 1232"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td colspan="3"><u>CHEQUES TO APPEAR IN 2012/13 YEAR-END FIGURES AS BUDGETED</u></td> </tr> <tr> <td>COLCHESTER BOROUGH COUNCIL (ELECTRICITY FOR STREET LIGHTS FOR JAN-FEB-MARCH)</td> <td>100681</td> <td>51.28</td> </tr> <tr> <td>P.J. KIRBY (INSTALLATION OF NOTICE BOARD RESOLUTION 13/46)</td> <td>100682</td> <td>124.00</td> </tr> <tr> <td>D. JACOB OFFICE RENT FOR 2012 IN ACCORDANCE WITH CONTRACT OF EMPLOYMENT.</td> <td>100690</td> <td>208.00</td> </tr> <tr> <td>CHAPPEL & WAKES COLNE VILLAGE HALL (VILLAGE HALL HIRE NOV/DEC/JAN/FEB/MARCH)</td> <td>100684</td> <td>105.00</td> </tr> <tr> <td colspan="3"><u>CHEQUES TO APPEAR IN NEW FINANCIAL YEAR 2013/14 YEAR-END FIGURES AS BUDGETED</u></td> </tr> <tr> <td>T-MOBILE</td> <td>DD</td> <td>12.10</td> </tr> <tr> <td>A & J LIGHINTNG</td> <td>DD</td> <td>55.66</td> </tr> <tr> <td>WAKES COLNE CHURCH (RESOLUTION 12/202)</td> <td>100760</td> <td>700.00</td> </tr> <tr> <td>CHAPPEL PARISH COUNCIL (RESOLUTION 12/202)</td> <td>100762</td> <td>250.00</td> </tr> <tr> <td>CHAPPEL & WAKES COLNE VILLAGE HALL FUND (RESOLUTION 12/202)</td> <td>100763</td> <td>500.00</td> </tr> <tr> <td>EALC (SUBSCRIPTIONS FOR EALC AND NALC)</td> <td>100764</td> <td>151.67</td> </tr> <tr> <td>CALC SUBSCRIPTION</td> <td>100685</td> <td>35.00</td> </tr> <tr> <td>SLCC SUBSCRIPTION</td> <td>100686</td> <td>100.00</td> </tr> <tr> <td>ESSEX PENSION FUND</td> <td>100687</td> <td>76.55</td> </tr> <tr> <td>DIANE JACOB (SALARY FOR APRIL)</td> <td>100688</td> <td>348.43</td> </tr> <tr> <td>DIANE JACOB (EXPENSES FOR APRIL)</td> <td>100689</td> <td>37.51</td> </tr> </tbody> </table> <p>CHEQUE No. 100761 AND 100683 SPOILED- MADE OUT INCORRECTLY. PLEASE NOTE ALSO USING NEW CHEQUE BOOK, SO NUMBERS WILL NOT BE CONSECUTIVE.</p> <p>MONTHLY BUDGET STATEMENT.</p>		CHEQUE No.	TOTAL	<u>CHEQUES TO APPEAR IN 2012/13 YEAR-END FIGURES AS BUDGETED</u>			COLCHESTER BOROUGH COUNCIL (ELECTRICITY FOR STREET LIGHTS FOR JAN-FEB-MARCH)	100681	51.28	P.J. KIRBY (INSTALLATION OF NOTICE BOARD RESOLUTION 13/46)	100682	124.00	D. JACOB OFFICE RENT FOR 2012 IN ACCORDANCE WITH CONTRACT OF EMPLOYMENT.	100690	208.00	CHAPPEL & WAKES COLNE VILLAGE HALL (VILLAGE HALL HIRE NOV/DEC/JAN/FEB/MARCH)	100684	105.00	<u>CHEQUES TO APPEAR IN NEW FINANCIAL YEAR 2013/14 YEAR-END FIGURES AS BUDGETED</u>			T-MOBILE	DD	12.10	A & J LIGHINTNG	DD	55.66	WAKES COLNE CHURCH (RESOLUTION 12/202)	100760	700.00	CHAPPEL PARISH COUNCIL (RESOLUTION 12/202)	100762	250.00	CHAPPEL & WAKES COLNE VILLAGE HALL FUND (RESOLUTION 12/202)	100763	500.00	EALC (SUBSCRIPTIONS FOR EALC AND NALC)	100764	151.67	CALC SUBSCRIPTION	100685	35.00	SLCC SUBSCRIPTION	100686	100.00	ESSEX PENSION FUND	100687	76.55	DIANE JACOB (SALARY FOR APRIL)	100688	348.43	DIANE JACOB (EXPENSES FOR APRIL)	100689	37.51
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13/96	ALL MEMBERS	<p>PLANNING MATTERS REF No.: 130713 Homefield, Lower Green, Wakes Colne Colchester CO6 2AZ Change of use of small parcel of land from agricultural to residential No Objection REF No. 130611 Wakes Hall Farm Colchester Road, Wakes Colne Colchester CO6 2DB Ground mounted photovoltaic solar array. No Objection Proposed by Cllr. S. Hounslow, seconded by Cllr. A. Hannington, all in favour, resolution passed.</p>																																																						
13/97	CLLR. M. TAYLOR CLLR. S. HOUNSLOW	<p>FOOTPATH WORKING GROUP – REPORT The working group consisting of Cllr. K. Brown, Cllr. S. Scrase, Cllr. M. Taylor and David and Shirley Green. The repairs and maintenance required for footpaths fall into categories, mild, major, and severe. The site meetings surveys are now complete. More information on Legal Restrictions regarding public rights of way is required. Cllr. M. Taylor expressed her thanks to everyone involved on the footpath working group.</p> <p>EARM- REPORT Discussions are underway and a meeting has been arranged for an on-site meeting with the Public Rights of Way to carry out an assessment. To consider if the proposed piece of land is suitable to be dedicated land to be offered to Essex County Council to become a Public Right of Way.</p>																																																						
13/98	ALL MEMBERS	<p>DATE OF NEXT MEETING 5th June 2013.</p>																																																						

13/99	CHAIRMAN	RESOLUTION TO EXCLUDE MEMBERS OF THE PUBLIC FOR PERSONNEL MATTERS Proposed by Cllr. S. Hounslow, seconded by Cllr. A. Hannington, all in favour, resolution passed
13/100	PERSONNEL COMMITTEE	THE PENSION FUND Discussion to set up a direct debt each month to the Essex Pension Fund Proposed by Cllr. S. Hounslow, seconded by Cllr. A. Hannington, all in favour, resolution passed.
13/101	ALL MEMBERS	MEETING CLOSED AT 8.20PM