

**Minutes of the Wakes Colne Parish Council Meeting held on
Wednesday 4th March 2015 at 7.15pm in Wakes Colne Village Hall**

In the Chair: Cllr. S. Hounslow
 Present: Cllrs: Cllr. K Brown, Cllr. S. Scrase, Cllr. M. Bowden, Cllr. M. Taylor, Cllr. A. Hannington, Cllr. H. Cresswell
 Clerk: Apologies
 Also Present: 2 member of the public

ITEM	PRESENTER	SUBJECT
15/043	CHAIRMAN	APOLOGIES FOR ABSENCE. Received and accepted from the Clerk Diane Jacob
15/044	CHAIRMAN	DECLARATION OF INTERESTS. Non-Precuniary interest received from Cllr.S. Scrase relating to item 15/063.
15/045	CHAIRMAN	PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST. <i>No items raised</i>
15/046	CHAIRMAN	WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT. Cllr. P. Chillingworth reported that Relating to the travellers site in Vernons Road (Chappel parish) A large mobile home has been moved onto the site. Colchester Enforcement Officer has visited and although the mobile home is larger than the dimensions given in the planning application was not an infringement of the planning application. A second mobile home is to be brought to the site during March 2015. Not all the conditions in relation to Electricity and water have been completed, The Full Council of Colchester Borough Council have approved the budget There will be no Council Tax increase although there will be a small increase in the payment to the Police and Fire Service Essex Street Light Policy:- Several Members of Colchester Borough Council were in favour of investigating the policy Harlow Council have adopted to pay a contribution to Essex County Council to enable the Street Lights to remain on during the hours of midnight to 05.00am. Cllr Chillingworth direct the Parish Councillors to two new documents on Colchester Borough Council's web page relating to the Strategic Plan 2015-16 and the Environmental Sustainability Policy.
15/047	CHAIRMAN	TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 4TH FEBRUARY 2015. TO CONFIRM THE MINUTES OF THE PARISH COUNCIL EXTRAORDINARY MEETING HELD ON 16TH FEBRUARY 2015. Minutes for 4 th February and 16 th February 2015 approved as a true and accurate record were signed by the Chairperson Proposed by Cllr. Scrase seconded by Cllr.Bowden, all in favour. Resolution passed
15/048	ALL MEMBERS	PARISH COUNCIL MEETING & ANNUAL PARISH MEETING MAY 2015 To consider changing the Parish Council Meeting in May, change meeting date to Wednesday 13 th May due to the Election Proposed by Cllr. Bowden , seconded by Cllr. Scrase all in favour, resolution passed
15/049	ALL MEMBERS	ANNUAL PARISH ASSEMBLY It was suggested to contact Chappel Parish Council to confirm the date as 20 th April.
15/050	ALL MEMBERS	BULB PLANTING Cllr Brown meet with the Vice-Chair of the Four Colne's Horticultural Society to discuss their offer to plant bulbs in Wakes Colne. The Vice-Chair highlighted that the Horticultural Society would like to plant daffodil bulbs in areas along the A1124 during October/November 2015. Areas highlighted were adjacent to the Telephone Book Exchange, Village name signs In return the Horticultural Society have asked that the Parish Council's web page gives and acknowledgement that the Four Colne's Horticultural Society have donated the bubs and to publish the Societies event programme on the web page. The agreed date for bulb planting to be confirmed at our September meeting. Proposed by Cllr Scrase seconded by Cllr. Taylor all in favour, resolution passed
15/051	CLLR.M.TAYLOR CLLR.K. BROWN	PARISH EXISTING FOOTPATHS WORKING GROUP Item 1 Update Cllrs Taylor, Scrase and Hounslow meet with Shirley Anglin the new Public Rights of Way and Localism Officer and Jason Botelho Essex County Council to look at and agree works to be undertaken on two of the Public Right of Ways identified on the P3 Work Proposal with in the Wakes Colnes Parish, footpaths 11 and 13. Cllr Taylor also highlighted that information had been received from Shirley Anglia that if Wakes Colne Parish wish to pursue the proposal to continue footpath 25 up Tyburn Hill to meet with the existing footway half-way up the hill before Wakes Hall a proposal would have to be taken to the Local Highway Panel Cllr Taylor proposed that the Parish Council submit the P3 Work Proposal form in relation to the work required on Footpath 11 and 13 to the Public Rights of Way and Localism Officer and that a proposal be made to the Local Highways Panel to continue footpath 25 up Tyburn Hill to meet with the existing footway half-way up the hill before Wakes Hall. Proposed Cllr. Taylor seconded by Cllr. Brown all in favour

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

Date: 1st April 2015

15/052	ALL MEMBERS	<p>S106 MONEY To discuss ideas on using the S106 money. Meeting closed. Cllr Chillingworth explained that there were two amounts of S106 money £106.13 which had to be spent on a project for a Community Facility within the Parish eg Village Hall and £302.96 which had to be spent on project for recreation or open space. Cllr Hounslow thanked Cllr Chillingworth for the clarification and re-opened the meeting. Cllr Hounslow proposed that this agenda item be brought back to the April meeting to enable Councillors to investigate projects within the Parish where the S106 money can be used. Proposed Cllr Hounslow Seconded by Cllr. Brown, all in favour, resolution passed</p>																																				
15/053	ALL MEMBERS	<p>PROPOSED PUBLIC FOOTPATH ADJACENT TO BURES ROAD Cllr Hounslow proposed that this item be taken with agenda item 15/062 Proposed Cllr Hounslow Seconded by Cllr.Scrase all in favour, resolution passed</p>																																				
15/054	ALL MEMBERS	<p>VOTE TO SUSPEND STANDING ORDER 9(b). To revisit item 15/025 (regarding Village Hall representative for Wakes Colne Parish Council). (REVISITED SPECIAL MOTION) To suspend standing orders to re-discuss this item and reinstate Cllr Cresswell as Village Hall Representative, with apologies for any misunderstanding. Proposed by Cllr. Scrase seconded by Cllr. Hannington all in favour Resolution passed</p>																																				
15/055	ALL MEMBERS	<p>VILLAGE HALL COMMITTEE REPRESENTATIVE FOR 2015. Cllr Hounslow proposed that Cllr Cresswell remain as the Village Hall Representative for Wakes Colne Parish Council. Proposed by Cllr. Hounslow seconded by Cllr. Bowden all in favour Resolution passed</p>																																				
15/056	ALL MEMBERS	<p>PLANNING MATTERS REF: 150164 THE GARDENERS, MIDDLE GREEN, WAKES COLNE ESSEX CO6 2BJ Ground floor Single Storey Rear Extension and First floor Side extension above the utility Room Decision No objections to this application. Proposed by Cllr. Hannington seconded by Cllr. Scrase all in favour. Resolution passed</p> <p>Ref: 150376 Norton Hall Farm Boarded Barn Road, Wakes Colne Colchester CO6 2AU Storage of farm machinery and fertilisers Decision No objections to this application. Proposed by Cllr. Hannington seconded by Cllr. Scrase se all in favour. Resolution passed</p> <p>TO CONSIDER ANY OTHER APPLICATIONS RECEIVED None received.</p>																																				
15/057	ALL MEMBERS	<p>LOCAL HIGHWAY PANEL (STATION ROAD) Cllrs. Hounslow, Taylor and Hannington attended the February meeting of the LHP at Colchester Borough Council as the proposal for improvements to Station Road was an agenda item. Three options were put forward at the LHP all incorporating elements of the proposals put forward by the Wakes Colne Parish Council Station Road Highways improvement Working Group. Cllr. Hounslow highlighted that it was a positive meeting and prior to a feasibility study going forward a Safety Audit will be undertaken by Highway representatives.</p>																																				
15/058	ALL MEMBERS	<p>FUTURE PARISH COUNCIL MEETINGS As from 4th March 2015 to consider holding all future Parish Council Meetings in The Small Committee Room of the Village Hall, rather than in the Main Hall. Proposed by Cllr. Taylor seconded by Cllr. Bowden all in favour. Resolution passed.</p>																																				
15/059	CLERK	<p>FINANCIAL MATTERS: 1) FINANCIAL STATEMENT FOR FEBRUARY/MARCH 2015. (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>T-MOBILE (for February)</td> <td>DD</td> <td>12.52</td> </tr> <tr> <td>123 REG (E-MAIL ACCOUNT)</td> <td>DD</td> <td>14.26</td> </tr> <tr> <td>HALSTEAD GLASS INV. NO. 1872</td> <td>CHQ 100861</td> <td>95.00</td> </tr> <tr> <td>MOW & MEND INV. NO. 0299</td> <td>CHQ 100862</td> <td>24.98</td> </tr> <tr> <td>DIANE JACOB (SALARY February)</td> <td>CHQ 100863</td> <td>389.41</td> </tr> <tr> <td>ESSEX PENSION FUND (for February)</td> <td>CHQ 100864</td> <td>88.75</td> </tr> <tr> <td>DIANE JACOB (OFFICE RENT FROM MARCH 2014 TO MARCH 2015)</td> <td>CHQ 100865</td> <td>250.00</td> </tr> <tr> <td>DIANE JACOB (EXPENSES FOR FEBRUARY)</td> <td>CHQ 100866</td> <td>18.23</td> </tr> <tr> <td>ELLISONS INV.NO. 40964</td> <td>CHQ 100867</td> <td>504.00</td> </tr> <tr> <td>RICHARD EDWARDS INV. NO. 25875</td> <td>CHQ 100868</td> <td>42.84</td> </tr> <tr> <td>CHAPPEL & WAKES COLNE VILLAGE HALL IN. 0879</td> <td>CHQ100869</td> <td>15.00</td> </tr> </tbody> </table> <p>2) MONTHLY BUDGET STATEMENT.</p> <p>Proposed by Cllr. Hannington , Seconded by Cllr. Bowden , all in favour, resolution passed</p>		CHEQUE No.	TOTAL	T-MOBILE (for February)	DD	12.52	123 REG (E-MAIL ACCOUNT)	DD	14.26	HALSTEAD GLASS INV. NO. 1872	CHQ 100861	95.00	MOW & MEND INV. NO. 0299	CHQ 100862	24.98	DIANE JACOB (SALARY February)	CHQ 100863	389.41	ESSEX PENSION FUND (for February)	CHQ 100864	88.75	DIANE JACOB (OFFICE RENT FROM MARCH 2014 TO MARCH 2015)	CHQ 100865	250.00	DIANE JACOB (EXPENSES FOR FEBRUARY)	CHQ 100866	18.23	ELLISONS INV.NO. 40964	CHQ 100867	504.00	RICHARD EDWARDS INV. NO. 25875	CHQ 100868	42.84	CHAPPEL & WAKES COLNE VILLAGE HALL IN. 0879	CHQ100869	15.00
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15/060	ALL MEMBERS	<p>ASSET REGISTER 2015</p> <p>Requested that the Asset Register be to be brought back to the April meeting for signature to enable the Parish Council to confirm the position of the street lights itemised on the register. ...</p> <p>Proposed by Cllr. Hounslow , seconded by Cllr .Brown , all in favour resolution passed</p>
15/061	ALL MEMBERS	<p>CLERKS REPORT</p> <p>Received and noted.</p>
15/062	ALL MEMBERS	<p>TO EXCLUDE THE PRESS AND PUBLIC</p> <p>Public Bodies (Admission to Meetings) Act 1960</p> <p>'That the public be excluded from the meeting during consideration of Agenda Item 15/063 and 15/64 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business subject to the public bodies admission to meetings Act 1960 Section 1 Sub-section 2.</p> <p>Proposed by Cllr Bowden , seconded by Cllr Brown all in favour, resolution passed.</p>
15/063	ALL MEMBERS	<p>GRASS CUTTING 2015</p> <p>Cllr Scrase left the meeting</p> <p>TO CONSIDER TENDERS RECEIVED. TENDER AWARDED TO MOW AND MEND</p> <p>Proposed by Cllr. Taylor , seconded by Cllr. Bowden , all in favour resolution passed.</p> <p>Cllr. Scrase returned to the meeting.</p>
15/064	ALL MEMBERS	<p>SOLICITORS</p> <p>Incorporating Agenda item 15/053</p> <p>Essex Legal Services have confirmed that they would be pleased to act for Wakes Colne Parish Council in relation to the purchase of land for a proposed footpath on land adjacent to Bures Road.. Cllr. Hounslow and Cllr. Hannington meet with Julie Roberts from Essex Legal Services and updated the Parish Council on the meeting as two items had to be agreed by Parish Council before Essex Legal Services could proceed with acting on behalf of Wakes Colne Parish Council. Agree to Essex Legal Services Terms and Condition a copy of which were presented to the Parish Council at the meeting and to pay Essex Legal Services a cheque for search fees.</p> <p>It was suggested by Cllr Hounslow that the terms and Conditions presented to the Parish Council form Essex Legal Services be accepted.</p> <p>It was agreed that the suggested amount of £1,150.00 should be forwarded to Essex Legal Services to be held for an undertaking of fees.</p> <p>Proposed by Cllr. Taylor , seconded by Cllr. Bowden, all in favour, resolution passed</p>
15/065	ALL MEMBERS	<p>DATE OF NEXT MEETING 13TH MAY 2015. (NOTE DATE CHANGED DUE TO ELECTION)</p> <p>Meeting Closed at 21.00 pm.</p>