

**Minutes of the Wakes Colne Parish Council Meeting held on
Wednesday 4th May 2016 at 7.27pm in Wakes Colne Village Hall**

In the Chair: Cllr. S. Hounslow
 Present: Cllrs: Cllr. K Brown, Cllr. S. Scrase, Cllr. A. Hannington, Cllr. M. Taylor, Cllr. M. Bowden
 Clerk: Mrs D Jacob
 No members of the public present.

| ITEM | PRESENTER | SUBJECT |
|--------|-----------------|--|
| 16/094 | CHAIRMAN | APOLOGIES FOR ABSENCE. Received and accepted from Cllr. H.Cresswell. |
| 16/095 | CHAIRMAN | DECLARATION OF INTERESTS. None. |
| 16/096 | CHAIRMAN | PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST. None. |
| 16/097 | CHAIRMAN | WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT. Cllr. P. Chillingworth gave an update on Orchard Place and possible speed restrictions on Crepping Hall Road. |
| 16/098 | ALL MEMBER | TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD ON 6ST APRIL 2016 Approved as a true and accurate record and signed by the Chairperson. Proposed by Cllr. S. Scrase, seconded by Cllr. M. Bowden, all in favour. TO CONFIRM THE MINUTES OF THE PERSONNEL COMMITTEE HELD ON 28TH APRIL 2016 Approved as a true and accurate record and signed by the Chairperson. Proposed by Cllr. A. Hannington, seconded by Cllr. S. Hounslow, all in favour. Resolution passed. |
| 16/099 | ALL MEMBERS | ACCOUNTS 2015/16 Item 1 - Internal Auditors Report. It was noted in the report that the Council's record keeping and compliance with Financial Regulations and good practice are exemplary. Council expressed thanks to the Clerk. Item 2 – Clerk confirmed reclaim for VAT 2015/2016 was £175.80 and has been received. Item 3 – Approval of Governance Statements for 2015/2016 prior to submission to the Audit Commission. Chairman and Clerk Signed. Approval of Accounting Statements for 2015/2016 prior to submission to the Audit Commission. Chairman and Clerk signed. Item 4 – Bank and Year End Reconciliation for 2015/2016 prior to submission to the Audit Commission. Chairman and Clerk signed. To sign off the accounts for 2015/2016, Chairman & Clerk signed. Clerk to send documents to External Auditor. Proposed by Cllr. A. Hannington, seconded by Cllr. K. Brown, all in favour, resolution passed. |
| 16/100 | ALL MEMBERS | S106 FUNDING Further information required, to be deferred until next meeting. |
| 16/101 | ALL MEMBERS | LHP STATION ROAD PROPOSAL Further information to be obtained by Cllr. Chillingworth. This item to be deferred until next meeting. |
| 16/102 | ALL MEMBERS | PLANNING MATTERS REF: 160565 Old Granary, Colchester Road, Wakes Colne Colchester CO6 2BY Painting of metal runners on flood gates. Information Only. REF: 160946 Crepping Hall Farm, Crepping Hall Road, Wakes Colne Colchester CO6 2AL Change of use of redundant farm buildings and conversion to 3 residential apartments. No comments to make. Proposed by Cllr. M. Bowden, seconded by Cllr. A. Hannington, all in favour resolution passed. |
| 16/103 | ALL MEMBERS | ANNUAL REPORT FOR 2015-2016 To accept the cost of £60.00 for 200 copies to be printed, after draft approval. Proposed by Cllr. M. Bowden, seconded by Cllr. K. Brown, all in favour, resolution passed. |
| 16/104 | CLLR. S. SCRASE | VILLAGE HALL It was reported that ongoing regular events, help with the running costs. There are vacancies on the Village Hall Management Committee. Advertising events requires improvement. |
| 16/105 | ALL MEMBERS | BURES ROAD SPEED RESTRICTIONS Highways to carry out a validation report. |

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

Date: 1st June 2016

| 16/106 | ALL MEMBERS | PERSONNEL COMMITTEE Because Press and Public were not excluded, item to be deferred until next meeting. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|-------------|--|--|------------|-------|---|--|--|---|--|--|---|--------|-------|--|--------|--------|--|--|--|----------|----|-------|----------------------------|--------|--------|--|--------|--------|-------------------|--------|-------|-------------------|--------|--------|---|--------|-------|---|--------|--------|--|--------|--------|--|--------|--------|--|--------|--------|--------------------------|--------|-------|---|--------|-------|--------------------------------|--------|--------|--------------------------------|--------|--------|----------------------------------|--------|-------|
| 16/107 | CLERK | CLERK'S REPORT Received and noted. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 16/108 | CLERK | FINANCIAL MATTERS: 1) FINANCIAL STATEMENT FOR APRIL 2016. (ITEMS TO BE APPROVED FOR PAYMENT AND SIGNED AS PER PAYMENT SCHEDULE). <table border="1" data-bbox="355 286 1214 1182"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td colspan="3"><u>CHEQUES TO APPEAR IN NEW FINANCIAL YEAR</u></td> </tr> <tr> <td colspan="3"><u>2016/17 FIGURES AS BUDGETED</u></td> </tr> <tr> <td>THE COLNE-STOUR COUNTRYSIDE ASSOCIATION (MINUTE NO. 16/068)</td> <td>100953</td> <td>10.00</td> </tr> <tr> <td>MRS D. JACOB (ADVANCE TO PURCHASE LAPTOP, SOFTWARE ETC) (MINUTE NO. 16/071 ITEM 2)</td> <td>100954</td> <td>900.00</td> </tr> <tr> <td colspan="3">ABOVE AGREED & SIGNED AT LAST MEETING</td> </tr> <tr> <td>T-MOBILE</td> <td>DD</td> <td>12.52</td> </tr> <tr> <td>CAME & COMPANY (INSURANCE)</td> <td>100955</td> <td>299.02</td> </tr> <tr> <td>EALC (SUBSCRIPTIONS FOR EALC AND NALC)</td> <td>100956</td> <td>155.56</td> </tr> <tr> <td>CALC SUBSCRIPTION</td> <td>100957</td> <td>35.00</td> </tr> <tr> <td>SLCC SUBSCRIPTION</td> <td>100958</td> <td>118.00</td> </tr> <tr> <td>INFORMATION COMMISSIONERS OFFICE (SUBSCRIPTION)</td> <td>100959</td> <td>35.00</td> </tr> <tr> <td>ALL SAINTS CHURCH WAKES COLNE (MINUTE NUMBER 16/026 ITEM 1)</td> <td>100960</td> <td>600.00</td> </tr> <tr> <td>CHAPPEL PARISH COUNCIL (MINUTE NUMBER 16/026 ITEM 2)</td> <td>100961</td> <td>250.00</td> </tr> <tr> <td>CHAPPEL & WAKES COLNE & VILLAGE HALL (MINUTE NUMBER 16/026 ITEM 3)</td> <td>100962</td> <td>150.00</td> </tr> <tr> <td>HEART OF THE VALLEY COMMUNITY RESPONDERS (MINUTE NUMBER 16/026 ITEM 4)</td> <td>100963</td> <td>100.00</td> </tr> <tr> <td>MOW & MEND (INV 000370)</td> <td>100964</td> <td>44.00</td> </tr> <tr> <td>CHAPPEL & WAKES COLNE VILLAGE HALL (INV.No.1030 & 1036) HALL HIRE</td> <td>100965</td> <td>38.00</td> </tr> <tr> <td>DIANE JACOB (SALARY FOR APRIL)</td> <td>100966</td> <td>418.81</td> </tr> <tr> <td>ESSEX PENSION FUND (FOR APRIL)</td> <td>100967</td> <td>102.10</td> </tr> <tr> <td>DIANE JACOB (EXPENSES FOR APRIL)</td> <td>100968</td> <td>17.10</td> </tr> </tbody> </table> 2) MONTHLY BUDGET STATEMENT. Proposed by Cllr. K. Brown, Seconded by Cllr. M. Taylor, all in favour, resolution passed. | | CHEQUE No. | TOTAL | <u>CHEQUES TO APPEAR IN NEW FINANCIAL YEAR</u> | | | <u>2016/17 FIGURES AS BUDGETED</u> | | | THE COLNE-STOUR COUNTRYSIDE ASSOCIATION (MINUTE NO. 16/068) | 100953 | 10.00 | MRS D. JACOB (ADVANCE TO PURCHASE LAPTOP, SOFTWARE ETC) (MINUTE NO. 16/071 ITEM 2) | 100954 | 900.00 | ABOVE AGREED & SIGNED AT LAST MEETING | | | T-MOBILE | DD | 12.52 | CAME & COMPANY (INSURANCE) | 100955 | 299.02 | EALC (SUBSCRIPTIONS FOR EALC AND NALC) | 100956 | 155.56 | CALC SUBSCRIPTION | 100957 | 35.00 | SLCC SUBSCRIPTION | 100958 | 118.00 | INFORMATION COMMISSIONERS OFFICE (SUBSCRIPTION) | 100959 | 35.00 | ALL SAINTS CHURCH WAKES COLNE (MINUTE NUMBER 16/026 ITEM 1) | 100960 | 600.00 | CHAPPEL PARISH COUNCIL (MINUTE NUMBER 16/026 ITEM 2) | 100961 | 250.00 | CHAPPEL & WAKES COLNE & VILLAGE HALL (MINUTE NUMBER 16/026 ITEM 3) | 100962 | 150.00 | HEART OF THE VALLEY COMMUNITY RESPONDERS (MINUTE NUMBER 16/026 ITEM 4) | 100963 | 100.00 | MOW & MEND (INV 000370) | 100964 | 44.00 | CHAPPEL & WAKES COLNE VILLAGE HALL (INV.No.1030 & 1036) HALL HIRE | 100965 | 38.00 | DIANE JACOB (SALARY FOR APRIL) | 100966 | 418.81 | ESSEX PENSION FUND (FOR APRIL) | 100967 | 102.10 | DIANE JACOB (EXPENSES FOR APRIL) | 100968 | 17.10 |
| | CHEQUE No. | TOTAL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>CHEQUES TO APPEAR IN NEW FINANCIAL YEAR</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>2016/17 FIGURES AS BUDGETED</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| THE COLNE-STOUR COUNTRYSIDE ASSOCIATION (MINUTE NO. 16/068) | 100953 | 10.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| MRS D. JACOB (ADVANCE TO PURCHASE LAPTOP, SOFTWARE ETC) (MINUTE NO. 16/071 ITEM 2) | 100954 | 900.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ABOVE AGREED & SIGNED AT LAST MEETING | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| T-MOBILE | DD | 12.52 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CAME & COMPANY (INSURANCE) | 100955 | 299.02 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| EALC (SUBSCRIPTIONS FOR EALC AND NALC) | 100956 | 155.56 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CALC SUBSCRIPTION | 100957 | 35.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SLCC SUBSCRIPTION | 100958 | 118.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| INFORMATION COMMISSIONERS OFFICE (SUBSCRIPTION) | 100959 | 35.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ALL SAINTS CHURCH WAKES COLNE (MINUTE NUMBER 16/026 ITEM 1) | 100960 | 600.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CHAPPEL PARISH COUNCIL (MINUTE NUMBER 16/026 ITEM 2) | 100961 | 250.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CHAPPEL & WAKES COLNE & VILLAGE HALL (MINUTE NUMBER 16/026 ITEM 3) | 100962 | 150.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| HEART OF THE VALLEY COMMUNITY RESPONDERS (MINUTE NUMBER 16/026 ITEM 4) | 100963 | 100.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| MOW & MEND (INV 000370) | 100964 | 44.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CHAPPEL & WAKES COLNE VILLAGE HALL (INV.No.1030 & 1036) HALL HIRE | 100965 | 38.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| DIANE JACOB (SALARY FOR APRIL) | 100966 | 418.81 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ESSEX PENSION FUND (FOR APRIL) | 100967 | 102.10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| DIANE JACOB (EXPENSES FOR APRIL) | 100968 | 17.10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 16/109 | ALL MEMBERS | DATE OF NEXT MEETING ANNUAL PARISH ASSEMBLY 23RD MAY (7.30PM) PARISH COUNCIL MEETING WEDNESDAY 1ST JUNE 2016 (7.15PM) Meeting Closed at 8.45pm. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |