

**Minutes of the Wakes Colne Parish Council Meeting held on
Wednesday 10th January 2018 at 7.15pm in Chappel & Wakes Colne Village Hall**

In the Chair: Cllr. A. Hannington
Present: Cllrs: Cllr. M. Bowden, Cllr. K. Brown, Cllr. S. Scrase
Clerk: Mrs D. Jacob

	PRESENTER	SUBJECT
18/001	ALL MEMBERS	Welcome and Apologies for Absence. Chairman welcomed everyone Apologies for absence received from Cllr. M. Taylor and Ward Cllr.P. Chillingworth
18/002	ALL MEMBERS	Declaration of Interests. None.
18/003	ALL MEMBERS	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. None present.
18/004	ALL MEMBERS	Ward and County Councillors to address the members if present. None present.
18/005	ALL MEMBERS	To confirm the Minutes of the Parish Council meeting held on 6th December 2017. Proposed by Cllr. K. Brown, seconded by Cllr. M. Bowden, all in favour, resolution passed.
18/006	ALL MEMBERS	Vacancy on Wakes Colne Parish Council. Item 1/ To consider application and Co-Opt a candidate. Item 2/ Co-opted candidate to sign acceptance of office. Item 3/ Declaration of interest form to be sent direct to Colchester Borough Council and also Clerk to receive a copy. Deferred until next meeting.
18/007	ALL MEMBERS	Planning Matters. None.
18/008	ALL MEMBERS	Highway Issues. Update, deferred until next meeting.
18/009	ALL MEMBERS	Village Design Statement/Neighbourhood Plan. No Neighbourhood Plan required, further information required about working towards a Village Design Statement. Proposed by Cllr.M.Bowden, seconded by Cllr.A.Hannington, all in favour, Village Design Statement deferred until next meeting.
18/010	ALL MEMBERS	Wakes Colne Annual Parish Assembly 2018. 9 th May 2018 was agreed for the Wakes Colne Annual Parish Assembly Meeting 2018., in conjunction with Chappel Parish Council. Proposed by Cllr.S.Scrase, seconded by Cllr.K.Brown, all in favour resolution passed.
18/011	ALL MEMBERS	Internal Auditor It was agreed to appoint an internal auditor (John Reddington £50.00 for the financial year of 2017/2018). Proposed by Cllr.S.Scrase, seconded by Cllr.K.Brown, all in favour resolution passed.
18/012	ALL MEMBERS	Personnel Committee Meeting 2018. 7th February 2018 for a Personnel Committee Meeting was confirmed. Proposed by Cllr.M. Bowden, seconded by Cllr.A. Hannington, all in favour resolution passed.
18/013	Cllr.K.Brown	Parish Public Footpaths Working Group. Update, walks will take place in March/April for inspection. World War trail approved awaiting launch date.
18/014	ALL MEMBERS	Grant Funding Applications received for consideration (Payment made in the next financial year 2018/2019 precept). Item 1. Wakes Colne Church. Request £720.00 for churchyard maintenance. Item 2. Cricket Club. Request for £669.97 for Boundary marker rope for the cricket ground and a

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Signed.....
Chairman of the Parish Council

Date: 7th February 2018

Signed.....
Vice-Chairman

		television for the pavilion lounge. After consideration and discussion, Council members confirmed that due to a decrease in funding from Colchester Borough Council and the Parish Council not increasing the precept, it was agreed to award £300.00 to Wakes Colne Church and £300.00 to the Cricket Club. Proposed by Cllr.S. Scrase, seconded by Cllr.K.Brown, all in favour, resolution passed.																											
18/015	ALL MEMBERS	Garden Communities Consultation. Comments on issues and options. Council members agreed that due to lack of infrastructure, impact on village, no extra schools, services, hospitals, that this would have a great impact and put a strain on the existing services within the local community. Proposed Cllr.S.Scrase, seconded by Cllr.M.Bowden, all in favour resolution passed. Clerk to send comments.																											
18/016	ALL MEMBERS	Financial Matters. 1) Financial Statement for December (Items to be approved for payment and signed as per payment schedule). <table border="1" data-bbox="357 629 1228 947"> <thead> <tr> <th></th> <th>Cheque No.</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>T Mobile (for December)</td> <td>DD</td> <td>12.74</td> </tr> <tr> <td>A & J Lighting (Dec-Jan-Feb) Inv No. 31196</td> <td>DD</td> <td>55.66</td> </tr> <tr> <td>Diane Jacob (Salary for December)</td> <td>SO</td> <td>438.41</td> </tr> <tr> <td>Essex Pension Fund (for December)</td> <td>SO</td> <td>106.77</td> </tr> <tr> <td>Richard Edwards Inv.32667 (Payroll Provider)</td> <td>101071</td> <td>57.60</td> </tr> <tr> <td>Diane Jacob (Expenses for December)</td> <td>101072</td> <td>10.80</td> </tr> <tr> <td>HM Revenue & Customs</td> <td>101073</td> <td>13.42</td> </tr> <tr> <td>Wakes Colne & Chappel Village Hall Inv.No. 1278</td> <td>101074</td> <td>25.00</td> </tr> </tbody> </table> Proposed by Cllr.K. Brown, seconded by Cllr.M.Bowden, all in favour, resolution passed. 2) Monthly Budget Statement. Received and noted. 3) Investing money into the Metro Bank. It was agreed by Wakes Colne Parish Council to open a Metro Bank – Community Instant Access Deposit Account, to transfer all money from the Barclays Business Premium Account. The Parish Clerk/Responsible Financial Officer is authorised to operate the account under instructions from the Parish Council, but is not an authorised signatory to the account. All correspondence and communication between Wakes Colne Parish Council and the Metro Bank must be addressed and conducted through the Parish Clerk/Responsible Financial Officer. Account signing rules, to confirm that there must be at least two signatories to the account and these must be Parish Councillors, for the purpose of conducting council business a third signatory will be included to cover for absences etc. Signatories confirmed to be Cllr Allan Hannington, Cllr Stephen Scrase, Cllr Kathleen Brown. Proposed by Cllr.A.Hannington, seconded by Cllr.S. Scrase, all in favour, resolution passed.		Cheque No.	Total	T Mobile (for December)	DD	12.74	A & J Lighting (Dec-Jan-Feb) Inv No. 31196	DD	55.66	Diane Jacob (Salary for December)	SO	438.41	Essex Pension Fund (for December)	SO	106.77	Richard Edwards Inv.32667 (Payroll Provider)	101071	57.60	Diane Jacob (Expenses for December)	101072	10.80	HM Revenue & Customs	101073	13.42	Wakes Colne & Chappel Village Hall Inv.No. 1278	101074	25.00
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18/017	ALL MEMBERS	Clerk's Report. Received and noted.																											
18/018	ALL MEMBERS	Date of Next Meeting. Parish Council Meeting Wednesday 7th February 2018 (7.15pm) Meeting Closed at 8.25pm																											

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Signed.....
Chairman of the Parish CouncilDate: 7th February 2018Signed.....
Vice-Chairman