

**Minutes of the Wakes Colne Parish Council Meeting held on
Wednesday 3rd July at 7.15pm in Chappel & Wakes Colne Village Hall**

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

| | PRESENTER | SUBJECT |
|--------|---------------|--|
| 19/131 | All Members | Welcome & Apologies for Absence. Apologies for absence received and accepted from Cllr. M. Taylor due to work commitments. |
| 19/132 | All Members | Declaration of Interests. Received from Cllr. S. Scrase regarding item number 19/138, item 1. |
| 19/133 | Guest Speaker | Broadband. Update given by County Broadband Ltd in relation to recent developments in and around Wakes Colne. The guest speaker thanked residents for their support in Wakes Colne. There would be free connection for the first 30%. The development is now in the detail and design stage. Need to talk and liaise with Highways. Hoping to start to build beginning of December, early 2020 connecting customers. Will use existing poles and ducting as much as possible, but there will be some new. |
| 19/134 | All Members | Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. None present. |
| 19/135 | All Members | Ward and County Councillors to address the members if present. Not present. |
| 19/136 | All Members | Minutes. To confirm the minutes of the Parish Council meeting held on 5 th June 2019. Proposed by Cllr. K. Brown, seconded by Cllr. M. Bowden, all in favour, resolution passed. |
| 19/137 | All Members | Planning Matters. Ref: 191525 Lane Farm, Lane Road, Wakes Colne CO6 2BP Barn Conversion No comment regarding the structure and design but concerns regarding vehicle movements due to the narrow lanes and blind corners. Proposed by Cllr. K. Brown, seconded by Cllr. M. Bowden, all in favour, resolution passed. TO CONSIDER ANY APPLICATIONS RECEIVED |
| 19/138 | All Members | Parish Public Footpaths Working Group. Spring Gardens to Station Approach – overgrown. Complaints from residents. Contacted Public Rights of Way. Encroachment from the sides is the landowner's responsibility. Public Rights of Way will only cut the footpath down the middle section, not from the sides. This is now on the cutting list. Entrance to footpath 11 from Bures Road to Level Crossing footpath has been cut. Footpath 27 has been cut. Chairman to contact Wakes Hall farm regarding cutting footpaths. |
| 19/139 | All Members | VE DAY 75th Anniversary 2020. To consider an event to mark the 75th Anniversary of VE Day on 8th May 2020. The weekend of 8th– 10th May 2020 will be an international celebration of peace. To contact Chappel Parish Council, the Village Hall Management Committee, the Primary School and the Church to see if something could be arranged together. This item to be on the next agenda. |
| 19/140 | All Members | Highways. Station Road – No confirmation of date or time of visit. |
| 19/141 | All Members | To re-adopt Council Documents/Policies. Business Plan 2019-2023. Proposed by Cllr. M. Bowden, seconded by Cllr S. Scrase, all in favour, resolution passed. |
| 19/142 | All Members | Projects the Council wants to initiate during 2019/2020. Proposal by Cllr. S. Scrase is a 'Proud of Wakes Colne Village Campaign', designed to give the Village a bit of a lift and involve parishioners in thinking about the Village. A Community Help Scheme was suggested. Further information required. Clerk to contact EALC for advice. This item to be on the next agenda. |

| 19/143 | All Members | <p>Locality Budget. To consider any projects and to discuss applying for the Locality budget. Bids to be in by February 2020. To obtain quotes to re-paint the telephone book exchanges. This item to be on next agenda.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 19/144 | All Members | <p>Royal British Legion. It was confirmed that the wreath is ok for this year and to make a donation of £50.00 through the local British Legion branch. Proposed by Cllr. K. Brown, seconded by Cllr. M. Bowden, all in favour, resolution passed.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19/145 | All Members | <p>Financial Matters.</p> <p>1) Financial Statement for June/July (Items to be approved for payment and signed as per payment schedule).</p> <table border="1" data-bbox="497 405 1394 1061"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>EE (For calls made in June (Invoice No. V016235072354)</td> <td>DD</td> <td>13.27</td> </tr> <tr> <td>A & J Lighting Inv. No. 33060</td> <td>DD</td> <td>55.66</td> </tr> <tr> <td>EALC (replaces Cheque no. 101122 made out in error so re-issued). EALC Inv. 11315, 11331, 11379 (Clerk & Chairman Training) see cheque number 101134 below</td> <td>101129</td> <td>VOID</td> </tr> <tr> <td>D. Jacob (Salary for June)</td> <td>SO</td> <td>460.00</td> </tr> <tr> <td>Essex Pension Fund (For June)</td> <td>SO</td> <td>106.77</td> </tr> <tr> <td>Adjustment for D. Jacob (Salary for June)</td> <td>101130</td> <td>42.64</td> </tr> <tr> <td>Adjustment for Essex Pension Fund (For June)</td> <td>101131</td> <td>52.95</td> </tr> <tr> <td>HM Revenue & Customs for (June)</td> <td>101132</td> <td>5.20</td> </tr> <tr> <td>D. Jacob (Expenses for June)</td> <td>101133</td> <td>68.80</td> </tr> <tr> <td>EALC Invoice numbers 11331 and 11379 Only to be paid</td> <td>101134</td> <td>216.00</td> </tr> <tr> <td>Chappel & Wakes Colne Village Hall Inv. 0619, 0719</td> <td>101135</td> <td>56.00</td> </tr> <tr> <td>Richard Edwards Inv. 36970</td> <td>101136</td> <td>61.20</td> </tr> <tr> <td>Braintree District Council</td> <td>101137</td> <td>60.00</td> </tr> <tr> <td>JPB Landscapes Inv No. 655</td> <td>101138</td> <td>172.80</td> </tr> <tr> <td colspan="3">AS NO MEETING IN AUGUST - TO CONSIDER THE FOLLOWING:</td> </tr> <tr> <td>EE (For calls made in July)</td> <td>DD</td> <td>13.27</td> </tr> <tr> <td>D. Jacob (Salary for July)</td> <td>SO</td> <td>500.00</td> </tr> <tr> <td>Essex Pension Fund (for July)</td> <td>SO</td> <td>140.00</td> </tr> </tbody> </table> <p>To be listed on the September Agenda HMRC (For July) (not yet known) Adjustment for D. Jacob (Salary for July) (not yet known) Adjustment for Essex Pension Fund (For July) (not yet known)</p> <p>2) MONTHLY BUDGET STATEMENT.</p> <p>3) Agreed changing standing order for D. Jacob £460.00 to £500.00. (To sign letter to inform bank as from July).</p> <p>4) Agreed changing standing order for Essex Pension Fund £106.77 to £140.00. (To sign letter to inform bank as from July).</p> <p>5) Agreed the Clerk/Responsible Financial Officer to be empowered by Financial Regulations Item 1.56 to ensure payments are made in a timely fashion. (So that payments can still be made if the Parish Council are not quorate).</p> <p>Accounts for 2018/2019 – To confirm that the Notice of Public Rights has been displayed on the notice boards. Accounts can also be viewed on our website.</p> <p>Proposed by Cllr. M. Bowden, Cllr. K. Brown, all in favour, resolution passed.</p> | | CHEQUE No. | TOTAL | EE (For calls made in June (Invoice No. V016235072354) | DD | 13.27 | A & J Lighting Inv. No. 33060 | DD | 55.66 | EALC (replaces Cheque no. 101122 made out in error so re-issued). EALC Inv. 11315, 11331, 11379 (Clerk & Chairman Training) see cheque number 101134 below | 101129 | VOID | D. Jacob (Salary for June) | SO | 460.00 | Essex Pension Fund (For June) | SO | 106.77 | Adjustment for D. Jacob (Salary for June) | 101130 | 42.64 | Adjustment for Essex Pension Fund (For June) | 101131 | 52.95 | HM Revenue & Customs for (June) | 101132 | 5.20 | D. Jacob (Expenses for June) | 101133 | 68.80 | EALC Invoice numbers 11331 and 11379 Only to be paid | 101134 | 216.00 | Chappel & Wakes Colne Village Hall Inv. 0619, 0719 | 101135 | 56.00 | Richard Edwards Inv. 36970 | 101136 | 61.20 | Braintree District Council | 101137 | 60.00 | JPB Landscapes Inv No. 655 | 101138 | 172.80 | AS NO MEETING IN AUGUST - TO CONSIDER THE FOLLOWING: | | | EE (For calls made in July) | DD | 13.27 | D. Jacob (Salary for July) | SO | 500.00 | Essex Pension Fund (for July) | SO | 140.00 |
| | CHEQUE No. | TOTAL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| D. Jacob (Salary for June) | SO | 460.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Essex Pension Fund (For June) | SO | 106.77 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Adjustment for D. Jacob (Salary for June) | 101130 | 42.64 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Adjustment for Essex Pension Fund (For June) | 101131 | 52.95 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| HM Revenue & Customs for (June) | 101132 | 5.20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| D. Jacob (Expenses for June) | 101133 | 68.80 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| EALC Invoice numbers 11331 and 11379 Only to be paid | 101134 | 216.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Chappel & Wakes Colne Village Hall Inv. 0619, 0719 | 101135 | 56.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Richard Edwards Inv. 36970 | 101136 | 61.20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Braintree District Council | 101137 | 60.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| JPB Landscapes Inv No. 655 | 101138 | 172.80 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| D. Jacob (Salary for July) | SO | 500.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Essex Pension Fund (for July) | SO | 140.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19/146 | All Members | <p>Vacancy on Wakes Colne Parish Council. We currently have three vacancies on Wakes Colne Parish Council. If anyone is interested in joining Wakes Colne Parish Council, please contact the Clerk for an application form.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19/147 | All Members | <p>Clerk's Report. Received and noted.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19/148 | All Members | <p>Date of Next Meeting. (No meeting in August) Parish Council meeting 4th September 2019.</p> <p>Meeting Closed at 8.45pm.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |