

**Minutes of the Wakes Colne Parish Council Meeting held on
Wednesday 6th July 2022 at 7.15pm in Chappel & Wakes Colne Village Hall**

In the Chair: Cllr. M. Taylor

Present: Cllr. E. Coney, Cllr. J. Fisher, Cllr. S. Lata arche, Cllr. F. Mead, Cllr. H. Wastene y

Clerk: Mrs D. Jacob

Also, present Ward Cllr. W. Sunnucks

Mrs Jill Bruce, WCPC Climate Change Ambassador

	PRESENTER	SUBJECT
22/111	All Members	Welcome & Apologies for Absence. The Chairwoman welcomed everyone. No apologies received.
22/112	All Members	Declaration of Interests. None.
22/113	All Members	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. Jill Bruce – WCPC Climate Change Ambassador spoke regarding the ECC local community energy scheme. The South East New Energy (SENE) and Local Energy Communities for the 2 Seas Region’ (LECSEA) project teams have four ways they can help parish councils and community groups take action in the face of the climate emergency. These are: 1) Rapid action to install solar PV and battery storage To help parishes and community groups take fast action, the team can help install solar PV and battery storage across homes, farms and businesses. 2) Action planning for off-gas grid communities To help off gas grid communities, the team (via the Communipower programme) can support parishes and community groups to develop village energy plans and household energy plans as part of the Communiheat programme. This work is supported by Community Energy South. 3) Developing community-led zero-carbon housing Parishes and groups can be helped to set up community land trusts to develop climate-ready housing. This work will be done in partnership with Eastern Community Homes and the National Community Land Trust network. 4) Developing climate-ready Neighbourhood Plans and Net Zero Action Plans with Parish Online Parish Online have developed a range of data layers to help parishes and community groups plan climate emergency action.
22/114	All Members	Ward and County Councillors to address the members if present. Ward Cllr Sunnucks reported that CBC have adopted the Local Plan. He has called in the Wakes Colne Mill planning application to full planning committee. The National Grid proposed plan for pylons crossing through Aldham was discussed and support requested for Cllr Barber’s letter (see item 22/125 below). A report from the National Grid is due out shortly. Digital access training is available to residents who require help with technology/computers etc. County Councillor Barber was not present, but had earlier sent some responses via email.
22/115	All Members	Minutes. Item 1. To confirm the minutes of the Annual Parish Meeting held on 4 th May 2022. Having been agreed by those present, the Chairwoman signed them as being a true and accurate record. Proposed by Cllr. Lata arche, seconded by Cllr. Mead; all in favour, resolution passed. Item 2. To confirm the minutes of the Parish Council Meeting held on 4 th May 2022. Having been agreed by those present, the Chairwoman signed them as being a true and accurate record. Proposed by Cllr. Wastene y, seconded by Cllr. Coney; all in favour, resolution passed. Item 3. To confirm the minutes of the Annual Parish Assembly held on 23 rd May 2022. Having been agreed by those present, the Chairwoman signed them as being a true and accurate record. Proposed by Cllr. Fisher, seconded by Cllr. Lata arche; all in favour, resolution passed. Item 4. To confirm the minutes of the June Parish Council meeting held on 8 th June 2022. Having been agreed by those present, the Chairwoman signed them as being a true and accurate record.

		Proposed by Cllr. Wastenev, seconded by Cllr. Taylor; all in favour, resolution passed.
22/116	All Members	<p>Planning Matters.</p> <p>Item 1. No new updates.</p> <p>Item 2. New Applications.</p> <p>Ref: 221292</p> <p>Wakes Colne Mills, Colchester Road, Wakes Colne Colchester CO6 2BY</p> <p>Application to vary condition 2 (drawings) following grant of planning permission 183046. Replace drawing refs - Plot 1 and 2 Plans as Proposed - 2818-0106-Rev P05, Plot 1 and 2 Elevations as Proposed - 2818-0401-Rev P10 with: -5379-0301-P02-PI</p> <p>No objection to this new revised application providing, in the light of no submitted information to the contrary, that both the footprint of the buildings and the material selection remain unchanged.</p> <p>Cllrs discussed and agreed that revised drawings were very difficult to follow/read online with insufficient detailed information, and a letter has been sent to CBC Planning.</p> <p>Proposed by Cllr. Latarche, seconded by Cllr. Fisher; all in favour, resolution passed.</p>
22/117	All Members	<p>Matters Arising from previous minutes.</p> <p>Item 1. Previous minute number 21/105 Solar Cats Eyes at Station Approach. As suggested by Cllr Barber we are waiting to hear if Chappel Parish Council would like to make a contribution towards the cost of replacement lights.</p> <p>Item 2. Previous minute number 21/074 Flooding near the Post Office – update by Cllr Barber regarding signage, that this has been given approval as a scheme by LHP but funding for it and permission/licence are still awaited.</p> <p>Item 3. Previous minute number 21/022 item 7 Accounts 2021/2022 as the Chairwoman would like to see the cash book to confirm that the grant paid to the Cricket Club is in the correct column. All present and correct so accounts can now be signed off.</p> <p>Proposed by Cllr. Latarche, seconded by Cllr. Fisher; all in favour, resolution passed.</p>
22/118	All Members	<p>Highways.</p> <p>Item 1. Lane Road - Signs Narrow Road – LHP Proposal sent 11.03.21. Ref: LCOL202027 this has been given approval as a scheme by LHP and funding now granted but not yet available.</p> <p>Item 2. Station Road – acknowledgement received 6th May 2021 - no new reference number; public meeting held about road safety for Station Road, A1124 and the crossroads on 9th March at the Village Hall, 7pm. Update, Cllr Barber has set up a site meeting with the portfolio holder for 25th July 2022; two members of WCPC to attend.</p> <p>Item 3. Previous minute number 20/195 Item 2. Zebra Crossing – acknowledgement received reference number LCOL193018 - survey carried out, see item 2 above.</p> <p>Item 4. Previous Minute No. 21/163 item 4 Vehicle Activated Sign – Static VAS near village hall – application for permission/licence. Update: awaiting imminent arrival of final confirmation from Highways.</p> <p>Item 5. Previous minute Number 21/173 Planters – project now completed for the summer. Volunteers required to water when water available in butts.</p>
22/119	All Members	<p>Footpaths.</p> <p>Update by Cllr Fisher that the footpath at Wakes Mill near the old coal yard has been cleared by four volunteers from the working group and half the footpath at the Whistle Walk. Next footpath working group meeting to take place on Monday 11th July. Work on revising walks booklet and new walk to be undertaken in August.</p>
22/120	All Members	<p>Special Motion to revisit.</p> <p>VOTE TO SUSPEND STANDING ORDER 9(b).</p> <p>To revisit item 22/090 - To re-adopt Council Documents/Policies.</p> <p>Action Plan 2022-2023</p> <p>Business Plan 2019-2023</p> <p>Community Emergency Plan</p> <p>Council as a Corporate Body</p> <p>Covid risk Assessment</p> <p>Facebook Policy</p> <p>Value for Money</p> <p>Proposed by Cllr. Coney, seconded by Cllr. Latarche; all in favour, resolution passed.</p>
22/121	All Members	<p>Council Documents. Now amended, updated to be re-adopted:</p> <p>Item A. Action Plan 2022-2023</p> <p>Item B. Business Plan 2019-2023</p> <p>Item C. Community Emergency Plan</p>

		Item D. Council as a Corporate Body Item E. Covid risk Assessment Item F. Facebook Policy Item G. Value for Money Proposed by Cllr. Latache, seconded by Cllr. Wastenev; all in favour, resolution passed.						
22/122	All Members	River Warden Volunteers. Cllr. Coney was nominated as a river warden to liaise with the Conservation volunteers who maintain the River Colne. Proposed by Cllr. Taylor, seconded by Cllr. Wastenev; all in favour, resolution passed.						
22/123	All Members	Asset Register 2022/2023. The Asset register for 2022/2023 was confirmed and adopted. Proposed by Cllr. Latache, seconded by Cllr. Coney; all in favour, resolution passed.						
22/124	All Members	Annual Report 2021-2022. To accept invoice for printing 300 copies at £86.00. Copies given to Cllrs for distribution. Proposed by Cllr. Taylor, seconded by Cllr. Fisher; all in favour, resolution passed.						
22/125	All Members	National Grid Letter. To discuss and consider the proposed National Grid letter drafted by Cllr Lewis Barber. This was approved and agreed. Proposed by Cllr. Latache, seconded by Cllr. Taylor; all in favour, resolution passed.						
22/126	All Members	Locality Fund. To discuss and consider any projects that could be put forward for locality funding from Cllr Barber. To discuss funding for a static VAS with Cllr Barber as soon as permission/licence has been received from Highways. Clerk to send formal application for £2,000.00 towards the cost of a static VAS. Proposed by Cllr. Taylor, seconded by Cllr. Mead; all in favour, resolution passed.						
22/127	All Members	Water Butt. It was agreed to install a water butt onto the wooden bus shelter along the A1124. Proposed by Cllr. Taylor, seconded by Cllr. Fisher; all in favour, resolution passed.						
22/128	All Members	Salt Bag Partnership Scheme for Winter 2022/23. Wakes Colne Parish Council do wish to stay in the scheme but do not require salt this year. Proposed by Cllr. Taylor, seconded by Cllr. Latache; all in favour, resolution passed.						
22/129	All Members	To receive reports from outside bodies, training courses, representatives on village committees and Parish Council working groups. No Millennium Green meetings to update on. Clerk to send e-mail to Chair of the Millennium Green Trust confirming the Cllr Wastenev is the representative for Wakes Colne Parish Council. Cllr Latache reported the Jubilee event was very well organised and well attended. The EARM was happy to host the fete and they have excellent facilities. Cllr Coney reported on the CALC meeting she attended on Thursday 9 th June via Zoom, Cllr Scott stated before his presentation said that he would NOT take any specific questions at the end of his presentation and any specific questions that we had must be emailed to him. The presentation was fairly brief and he touched on the following subjects: - Speeding - looking to introduce trained officers to give fines and not just police officers. - Powers to control weight restrictions - Meeting with google maps to take off certain routes to stop heavy duty traffic - Pot hole schemes - Footpaths - Buses - meetings to take place regarding footfall has decreased and prices are increasing - New ways of bringing in money for flood, buses and cycling strategies - Ride London one year contract has been signed. - Local Highway pane - Bonds taken from builders Cllr Taylor updated on the Village Hall Committee that a grant for refurbishment had been received and approved. She had also represented WCPC at a church service for the Jubilee and at the installation of the new priest in charge for Wakes Colne and five other parishes.						
22/130	All Members	Clerk's Report. Received and noted.						
22/131	All Members	Financial Matters. 1) Financial Statement (Items to be approved for payment and signed as per payment schedule). <table border="1" data-bbox="359 1989 1439 2065"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>EE Inv. No. V01989686885 (Calls made in April)</td> <td>DD</td> <td>15.97</td> </tr> </tbody> </table>		CHEQUE No.	TOTAL	EE Inv. No. V01989686885 (Calls made in April)	DD	15.97
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Chappel & Wakes Colne Village Hall (Inv. No. 0422 for April & 0522 for May)	101401	118.50
Cllr Taylor (reimbursement as per receipts in connection with setting up planters)	101402	278.18
D. Jacob (expenses for May as per receipts)	101403	114.49
D. Jacob (Salary for June)	SO	500.00
D. Jacob (Salary adjustment for June)	101404	58.45
HM Revenue & Customs (for June)	101405	4.00
Essex Pension Fund (for June)	SO	140.00
Essex Pension Fund (Adjustment for June)	101406	28.98
MC Relland (fixing guttering and water butt on bus shelter)	101407	189.07
Colchester Borough Council (Inv. No. 20190411)	101408	21.64
A & J Lighting Inv. No. 36300	DD	55.66
EE Inv. No. V01999220630 (Calls made in May)	DD	16.40
JPB Landscapes (Inv. 1371)	101409	60.00
D. Jacob (expenses for June)	101410	77.87
D. Jacob (Salary for July) (as per item 4 below)	SO	550.00
D. Jacob (Salary adjustment for July)	101411	8.45
Essex Pension Fund (for July) (as per item 5 below)	SO	160.00
Essex Pension Fund (adjustment for July)	101412	8.98
HM Revenue & Customs (for July)	101413	4.00
HandyKing (tidying brambles/nettles along the A1124 pavement from the bus shelter to the viaduct).	101414	50.00
Chappel & Wakes Colne Village Hall (Hire for June & July Inv. No. 0622 & 0722)	101415	58.00

The following invoices were also considered and approved for payment.

Dove Support Inv. No. 1403 £54.00 (IT support)
Richard Edwards Group Inv. No. 46953 £68.40 (Payroll provider)
B & M Print Ltd Inv. No. 58307 £86.00 (Printing annual report)
Monica Taylor £15.00 (reimbursement cash given to handyman for odd job work, with water butts, removing bunting etc)
JPB Landscapes Inv. No. 1387 £60.00 (Grass cutting for June)

Proposed by Cllr. Fisher, seconded by Cllr. Latache; all in favour, resolution passed.

2) To note: £815.20 has been returned from the Cricket Club originally granted for a Defibrillator. S106 funding for Jubilee Planters £1058.28 has been received; £377.09 remaining at CBC to claim.

3) Monthly Budget Statement. Noted.

4) To consider changing standing order for D. Jacob from £500.00 to £550.00 (To sign letter to inform bank as from July).

Proposed by Cllr. Coney, seconded by Cllr. Mead; all in favour, resolution passed.

5) To consider changing standing order for Essex Pension Fund from £140.00 to £160.00 (To sign letter to inform bank as from July).

Proposed by Cllr. Coney, seconded by Cllr. Mead; all in favour, resolution passed.

Confirmation of Notice of Public Rights and publication of unaudited annual governance and accountability return 2021/2022. To confirm that the notice will be placed on the website and noticeboard, the period of notice will be from 13th June until 22nd July. Noted.

22/132	All Members	Oral History Project. It was discussed and confirmed that on Wednesday September 14 th at 2.30pm we are going to hold a get together in the village hall for those interested in participating in an oral history project for our village, to discuss how this may be done and to bring our memories to life. Proposed by Cllr. Taylor, seconded by Cllr. Wastoney; all in favour, resolution passed.
22/133	All Members	Litter Pick. The next litter pick to take place week commencing 19 th September 2022. Proposed by Cllr. Taylor, seconded by Cllr. Mead; all in favour, resolution passed.

22/134	All Members	Date of Next Meeting. Note No Meeting in August. Parish Council Meeting 7 th September (7.15pm).
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Meeting Closed at 10.00pm.