

**Minutes of the monthly Wakes Colne Parish Council Meeting held on  
Wednesday 4 June 2014 at 7.00pm in the Wakes Colne Village Hall.**

In the Chair: Cllr. A.Hannington  
 Present: Cllrs: Cllr. S. Scrase, Cllr. H. Cresswell, Cllr. K. Brown, Cllr. M. Bowden, Cllr.M.Taylor  
 Clerk: Mrs D. Jacob  
 Also Present: One member of the public – One District Councillor

| ITEM   | PRESENTER                            | SUBJECT   |
|--------|--------------------------------------|---|
| 14/092 | CHAIRMAN                             | <b>WELCOME AND APOLOGIES FOR ABSENCE.</b><br>Chairman welcomed everyone. Apologies received and accepted from Cllr. S. Hounslow.  |
| 14/093 | CHAIRMAN                             | <b>DECLARATION OF INTERESTS.</b><br>None.   |
| 14/094 | CHAIRMAN                             | <b>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST.</b><br>A member of the public asked the Parish Council if they intended to do anything to mark Friday 6 <sup>th</sup> June D-Day. A bit late to organise anything, so the member of public volunteered to put bunting around the trees, near the shop.   |
| 14/095 | CHAIRMAN                             | <b>WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT.</b><br>Cllr. Peter Chillingworth, reported on the following.<br>Little change in the Elections. On 19 <sup>th</sup> June there will be a Planning Committee meeting to elect a new Planning Committee. Recycling bags been delivered.   |
| 14/096 | CHAIRMAN                             | <b>TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 7<sup>TH</sup> MAY 2014</b><br>Minutes approved, and signed. Proposed by Cllr.M. Bowden, seconded by Cllr. K. Brown all in favour.  |
| 14/097 | CLERK                                | <b>CLERKS REPORT</b><br>Received and noted.   |
| 14/098 | CLLR.S. SCRASE                       | <b>TELEPHONE BOX</b><br>Cllr. S. Scrase sent out a report it was discussed and agreed to turn the telephone box near the bus shelter into a book exchange, bring a book/take a book. Cllr. S. Scrase volunteered to administer it, vinyl floor covering agreed, second person nominated as a Book Warden was Cllr. M. Taylor. Expenses for shelving etc to come from the budget of Village maintenance. It is to be known as - The Telephone Box Book Exchange - Proposed by Cllr. M. Taylor, seconded by Cllr. M. Bowden all in favour to go ahead with this project – trial period of two years.<br>To also contact Chappel to see if they would like to nominate one Book Warden.  |
| 14/099 | ALL MEMBERS                          | <b>PROPOSED PUBLIC FOOTPATH</b><br>Meeting between Jason Bortello (Public Rights of Way) and Mr Ian Read, was cancelled by Mr Ian Read.   |
| 14/100 | ALL MEMBERS                          | <b>SALT BAG PARTNERSHIP</b><br>Wakes Colne would like to take part in this scheme per previous year, contact to be Cllr. Bowden, delivery at Village Hall. Proposed by Cllr.K. Brown, seconded by Cllr. H. Cresswell.   |
| 14/101 | ALL MEMBERS                          | <b>ACCOUNTS 2013/14</b><br>The accounts for 2013/2014 and Annual Return were signed by Vice-Chairman Cllr A. Hannington.<br>The nice comment on the internal auditors report was also noted, Council thank the Clerk for all her efforts.<br>Proposed by Cllr.M.Bowden, seconded by Cllr. K. Brown, all in favour – resolution passed.  |
| 14/102 | CLLR. M.TAYLOR<br>& CLLR K.<br>BROWN | <b>PARISH FOOTPATH WORKING GROUP</b><br>After rearranging this event, work has been carried out on half the footpaths from the schedule. There are 2/3 jobs which need special attention, steps, hand railing etc near the railway bridge, and new footpath up Tyburn Hill. Cllr.M. Taylor to contact Jason Botelho at Essex Highways regarding these outstanding items.  |
| 14/103 | ALL MEMBERS                          | <b>COMMUNITY LIAISON WORKING GROUP</b><br>This item was discussed at great length and it was agreed that two working groups were required.<br><br>1. <b>COMMUNITY Liaison Working Group</b> To be formed to work with EARM, and Chappel Parish Council regarding any issues affecting both EARM and the community, regarding traffic, planning etc. Group to consist of two representatives, Cllr. A. Hannington and Cllr. M. Bowden from Wakes Colne Parish Council, Cllr. Hannington to contact Chappel to discuss this with them and ask for them to also elect two representatives. Meetings between the three parties to be held at least twice a year, or more if required.<br>Notes to be taken and reported back to Council, Chairperson at these meetings to be held in rotation.<br>Proposed by Cllr. K. Brown, seconded by Cllr. S. Scrase, all in favour. |

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

Date:.....

| <b>14/104</b>   | <b>ALL MEMBERS</b> | <p><b>NEIGHBOURHOOD WATCH</b></p> <p>As there was no interest for this at the Parish Assembly or from the article placed in the Village Reporter no volunteer's to run the scheme. To resolve no action to be taken. Proposed by Cllr. M. Bowden, seconded by Cllr.M. Taylor.</p>   |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |
|---|--------------------|---|--|-------------------|--------------|--------------------|----|-------|-----------------------------|----|-------|-----------------------------------|--------|-------|---|--------|--------|--------------------------|--------|-------|------------------------------|--------|--------|----------------------------|--------|-------|---------------------------------|--------|--------|---|--------|-------|---|--------|-------|
| <b>14/105</b>   | <b>ALL MEMBERS</b> | <p><b>HOUSING SURVEY NEEDS</b></p> <p>It was agreed as there was no interest from the Wakes Colne Community to undertake a Housing Needs Survey the Parish Council would not initiate a survey at this time. Cllr. K. Brown to write to Rural Community Council of Essex and inform them of this, meanwhile the chairperson to put a note to this effect in the village Reporter.<br/>Proposed Cllr.M. Taylor, seconded Cllr. A. Hannington</p>   |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |
| <b>14/106</b>   | <b>ALL MEMBERS</b> | <p><b>PLANNING MATTERS</b></p> <p><b>ITEM 1. REF: - 144610</b></p> <p>Pump Hall, Middle Green, Wakes Colne Colchester CO6 2BJ</p> <p>The proposal is to re-order part of the interior of the existing modern extension so as to convert the current shower room/wc and small"snug" living room into a larger living room for family use. Consequently it is proposed to build a small washroom/w</p> <p>No Objection</p> <p>Proposed by Cllr. M. Bowden, seconded by Cllr. M. Taylor, all in favour.</p>  |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |
| <b>14/107</b>   | <b>CLERK</b>       | <p><b>FINANCIAL MATTERS:</b></p> <p><b>1) FINANCIAL STATEMENT FOR MAY 2014.</b> (ITEMS TO BE APPROVED FOR PAYMENT AND SIGNED AS PER PAYMENT SCHEDULE).</p> <table border="1" data-bbox="357 669 1458 1104"> <thead> <tr> <th></th> <th><b>CHEQUE No.</b></th> <th><b>TOTAL</b></th> </tr> </thead> <tbody> <tr> <td>T-MOBILE (for May)</td> <td>DD</td> <td>12.32</td> </tr> <tr> <td>ESSEX PENSION FUND(for May)</td> <td>DD</td> <td>83.82</td> </tr> <tr> <td>INFORMATION COMMISSIONER'S OFFICE</td> <td>100811</td> <td>35.00</td> </tr> <tr> <td>CAME &amp; COMPANY (INSURANCE BROKER NETWORK LTD)</td> <td>100812</td> <td>278.95</td> </tr> <tr> <td>MOW &amp; MEND INVOICE 00251</td> <td>100813</td> <td>39.00</td> </tr> <tr> <td>DIANE JACOB (Salary for May)</td> <td>100814</td> <td>367.36</td> </tr> <tr> <td>DIANE JACOB (Expenses May)</td> <td>100815</td> <td>93.22</td> </tr> <tr> <td>ELAINE BRYAN (INTERNAL AUDITOR)</td> <td>100816</td> <td>110.00</td> </tr> <tr> <td>CHEQUE MADE OUT INCORRECTLY (CHEQUE VOID)</td> <td>100817</td> <td>00000</td> </tr> <tr> <td>CHAPPEL &amp; WAKES COLNE VILLAGE HALL (INV 0794 AND 0798 HIRE FOR MAY ON 7<sup>TH</sup> MAY AND 19<sup>TH</sup> MAY HALF OF HALL COST WITH CHAPPEL PARISH COUNCIL)</td> <td>100818</td> <td>22.50</td> </tr> </tbody> </table> <p><b>2) MONTHLY BUDGET STATEMENT.</b></p> <p>Proposed by Cllr. K. Brown, seconded by Cllr. M. Taylor, all in favour – resolution passed.</p> |  | <b>CHEQUE No.</b> | <b>TOTAL</b> | T-MOBILE (for May) | DD | 12.32 | ESSEX PENSION FUND(for May) | DD | 83.82 | INFORMATION COMMISSIONER'S OFFICE | 100811 | 35.00 | CAME & COMPANY (INSURANCE BROKER NETWORK LTD) | 100812 | 278.95 | MOW & MEND INVOICE 00251 | 100813 | 39.00 | DIANE JACOB (Salary for May) | 100814 | 367.36 | DIANE JACOB (Expenses May) | 100815 | 93.22 | ELAINE BRYAN (INTERNAL AUDITOR) | 100816 | 110.00 | CHEQUE MADE OUT INCORRECTLY (CHEQUE VOID) | 100817 | 00000 | CHAPPEL & WAKES COLNE VILLAGE HALL (INV 0794 AND 0798 HIRE FOR MAY ON 7 <sup>TH</sup> MAY AND 19 <sup>TH</sup> MAY HALF OF HALL COST WITH CHAPPEL PARISH COUNCIL) | 100818 | 22.50 |
|   | <b>CHEQUE No.</b>  | <b>TOTAL</b>  |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |
| T-MOBILE (for May)  | DD                 | 12.32   |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |
| ESSEX PENSION FUND(for May)   | DD                 | 83.82   |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |
| INFORMATION COMMISSIONER'S OFFICE   | 100811             | 35.00   |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |
| CAME & COMPANY (INSURANCE BROKER NETWORK LTD)   | 100812             | 278.95  |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |
| MOW & MEND INVOICE 00251  | 100813             | 39.00   |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |
| DIANE JACOB (Salary for May)  | 100814             | 367.36  |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |
| DIANE JACOB (Expenses May)  | 100815             | 93.22   |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |
| ELAINE BRYAN (INTERNAL AUDITOR)   | 100816             | 110.00  |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |
| CHEQUE MADE OUT INCORRECTLY (CHEQUE VOID)   | 100817             | 00000   |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |
| CHAPPEL & WAKES COLNE VILLAGE HALL (INV 0794 AND 0798 HIRE FOR MAY ON 7 <sup>TH</sup> MAY AND 19 <sup>TH</sup> MAY HALF OF HALL COST WITH CHAPPEL PARISH COUNCIL) | 100818             | 22.50   |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |
| <b>14/108</b>   | <b>ALL MEMBERS</b> | <p><b>DATE OF NEXT MEETING</b></p> <p><b>2<sup>ND</sup> JULY 2014</b> – To be held in the small back room (Main hall being decorated).</p> <p>Meting Closed at 8.55pm</p>   |  |                   |              |                    |    |       |                             |    |       |                                   |        |       |   |        |        |                          |        |       |                              |        |        |                            |        |       |                                 |        |        |   |        |       |   |        |       |