

**Minutes of the Wakes Colne Parish Council Meeting held on
Wednesday 4th March 2020 at 7.15pm in Chappel & Wakes Colne Village Hall**

In the Chair: Cllr. S. Scrase
 Present: Cllrs: Cllr. T. Hardy-Stotz, Cllr. A. Scrase
 Clerk: Mrs D. Jacob
 Two members of the public.

	PRESENTER	SUBJECT
20/040	All Members	Welcome & Apologies for Absence. Apologies for absence received from Cllr. M. Bowden and Cllr. M. Taylor due to work commitments and from Cllr. K. Brown due to family commitments.
20/041	All Members	Declaration of Interests. None.
20/042	All Members	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. None.
20/043	All Members	Ward and County Councillors to address the members if present. Cllr Chillingworth gave an update regarding Protected Lanes. The lane from Mount Bures Road to Butts Corner, or even as far as the main A1124 should have continuous protected status. Colchester Borough Council advised that they are still considering the best approach to Protected Lanes. Their reply reflects current thinking on an evolving topic that we will continue to consider as we prepare for the Section 2 examination (depending on the outcome of the Section 1 Inspector's letter). The original criteria for Protected Lanes were developed in the 1990s by ECC, and reviewed in 2008 following a request for an assessment by Chelmsford City Council as part of their preparation of the LDF (the original methodology was 'lost'). The updated methodology reflects a greater understanding of the historic environment, including historic landscapes, developed through the 1990s and 2000s. This revised methodology has been used in Braintree, Tendring, Uttlesford and Maldon. Accordingly, any specific policy additions or modifications would need to involve completion of additional evidence-based work on Protected Lanes based on this methodology. This piece of work has been added to this list of potential additional evidence-based work required over the next 6 months for the Section 2 examination, given that there is agreement that there is scope to modify the more generic emerging Local Plan policies to provide specific guidance on Protected Lanes. Colchester Borough Council are still working on the local plan letter to be sent out to Parish Councils shortly. Colchester Borough Council have a climate change emergency action plan and want to be carbon neutral by 2030.
20/044	All Members	Vacancy on Wakes Colne Parish Council. Item 1/ To consider applications from Mrs June Fisher and Mrs Helen Wastenev and co-opt candidates if appropriate. After the applicants spoke and answered questions, councillors voted unanimously by secret ballot to accept their applications. Both applicants were co-opted on to Wakes Colne Parish Council. Item 2/ Co-opted candidates signed acceptance of office. Item 3/ Consent form to receive the Council Summons and agenda electronically signed. Item 4/ Declaration of interest forms given to new Councillors, to be completed and sent direct to Colchester Borough Council within 28 days, with a copy to the Clerk. Blind vote taken, all in favour, resolution passed. Therefore, Cllr June Fisher and Cllr Helen Wastenev joined the meeting.
20/045	All Members	Minutes. Item 1. To confirm the minutes of the Parish Council meeting held on 5 th February 2020. Item 2. To confirm the minutes of the Personnel Meeting held on 19 th February 2020. Proposed by Cllr. S. Scrase, seconded by Cllr. T. Hardy-Stotz. All in favour, resolution passed.
20/046	All Members	Planning Matters. Ref: 20044 Norton Hall, Mount Bures No Objection Proposed by Cllr. A. Scrase, seconded by Cllr. T. Hardy-Stotz. All in favour, resolution passed.

20/047	All Members	<p>Asset Register 2019-2020. The Asset Register for 2019/2020 was signed by the Chairman. Proposed by Cllr J. Fisher, seconded by Cllr. H. Wastenev. All in favour, resolution passed.</p>																																	
20/048	All Members	<p>Council Documents. Wakes Colne Parish Council adopted the following: Item 1. Accessibility Statement. Item 2. Privacy Statement. Propose by Cllr. H. Wastenev, seconded by Cllr. T. Hardy-Stotz. All in favour, resolution passed.</p>																																	
20/049	All Members	<p>The Colne-Stour Countryside Association. It was agreed that the Parish Council would like to renew membership at £10.00 per annum. Proposed by Cllr. J. Fisher, seconded by Cllr. A. Scrase. All in favour, resolution passed.</p>																																	
20/050	All Members	<p>Highways. Item 1. Station Road Traffic Calming application update. E-mail received on 17th January from Highways. The outcome is extremely disappointing after several years of local consultation and applications. Highways consider our application and suggestions for traffic calming (a chicane and staggered speed reduction from 40mph to 20mph) do not meet their criteria of need (as measured by speed surveys), their judgement of likely effectiveness, or county policy. County Cllr Ann Brown's unwillingness to support our application to the LHP is also most disappointing. An e-mail of acknowledgement and expression of dissatisfaction has been sent. No further update from Highways. Item 2. Zebra crossing over the A1124 near the shop/Post Office. Proposal sent on 7th February. Confirmation of receipt by Highways was dated 19 February 2020. Cllr Anne Brown has suggested that the Parish Council might want to consider paying for the cost of a survey to hasten the wait. Clerk to obtain figures and further information. This item deferred until April.</p>																																	
20/051	All Members	<p>Financial Matters. 1) Financial Statement for January/February (Items to be approved for payment and signed as per payment schedule).</p> <table border="1"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>D. Jacob (Salary for February)</td> <td>SO</td> <td>500.00</td> </tr> <tr> <td>Adjustment for D. Jacob (salary adjustment for February)</td> <td>101186</td> <td>2.84</td> </tr> <tr> <td>HM Revenue & Customs (for February)</td> <td>101187</td> <td>5.00</td> </tr> <tr> <td>Essex Pension Fund (for February)</td> <td>SO</td> <td>140.00</td> </tr> <tr> <td>Adjustment for Essex Pension Fund (for February)</td> <td>101188</td> <td>4.31</td> </tr> <tr> <td>EE (for calls made in January)</td> <td>DD</td> <td>23.22</td> </tr> <tr> <td>Handyking (Inv.No.109, minute No. 20/012 item 1</td> <td>101189</td> <td>60.00</td> </tr> <tr> <td>123 Reg (E-mail address domain renewal)</td> <td>DD</td> <td>43.06</td> </tr> <tr> <td>Chappel & Wakes Colne Village Hall (Inv.No 0220 & 0230)</td> <td>101190</td> <td>78.00</td> </tr> <tr> <td>D. Jacob (Expenses for February 2020)</td> <td>101191</td> <td>62.04</td> </tr> </tbody> </table> <p>2) MONTHLY BUDGET STATEMENT. Received and noted. Proposed by Cllr. A. Scrase, seconded by Cllr. H. Wastenev. All in favour, resolution passed.</p>		CHEQUE No.	TOTAL	D. Jacob (Salary for February)	SO	500.00	Adjustment for D. Jacob (salary adjustment for February)	101186	2.84	HM Revenue & Customs (for February)	101187	5.00	Essex Pension Fund (for February)	SO	140.00	Adjustment for Essex Pension Fund (for February)	101188	4.31	EE (for calls made in January)	DD	23.22	Handyking (Inv.No.109, minute No. 20/012 item 1	101189	60.00	123 Reg (E-mail address domain renewal)	DD	43.06	Chappel & Wakes Colne Village Hall (Inv.No 0220 & 0230)	101190	78.00	D. Jacob (Expenses for February 2020)	101191	62.04
	CHEQUE No.	TOTAL																																	
D. Jacob (Salary for February)	SO	500.00																																	
Adjustment for D. Jacob (salary adjustment for February)	101186	2.84																																	
HM Revenue & Customs (for February)	101187	5.00																																	
Essex Pension Fund (for February)	SO	140.00																																	
Adjustment for Essex Pension Fund (for February)	101188	4.31																																	
EE (for calls made in January)	DD	23.22																																	
Handyking (Inv.No.109, minute No. 20/012 item 1	101189	60.00																																	
123 Reg (E-mail address domain renewal)	DD	43.06																																	
Chappel & Wakes Colne Village Hall (Inv.No 0220 & 0230)	101190	78.00																																	
D. Jacob (Expenses for February 2020)	101191	62.04																																	
20/052	All Members	<p>Bank Signatories. To consider three signatories for the Parish Council Bank Accounts. This item to be on the April agenda.</p>																																	
20/053	All Members	<p>Clerk's Report. Received and noted.</p>																																	
20/054	All Members	<p>To Exclude the Press and Public. Public Bodies (Admission to Meetings) Act 1960 'That the public be excluded from the meeting during consideration of Agenda Item 20/055 and 20/056 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business subject to the public bodies admission to meetings Act 1960 Section 1 Sub-section 2. Proposed by Cllr. T. Hardy-Stotz, seconded by Cllr. A. Scrase. All in favour, resolution passed.</p>																																	
20/055	All Members	<p>Contract/Licence Item 1. Chairman signed the licence from Highways for the semi-circular memorial tree bench at The Street (locally known as Chappel Corner) Wakes Colne. Item 2. Chairman signed the licence from Highways for Spring Bulb planting at The Street (locally known as Chappel corner) Wakes Colne. Proposed by Cllr. H. Wastenev, seconded by Cllr. J. Fisher. All in favour, resolution passed.</p>																																	

20/056	All Members	<p>Personnel Matters. Chairman signed the Contract of employment to reflect the changes agreed at the Personnel Committee meeting held on 19th February 2020. Proposed by Cllr. A. Scrase, seconded by Cllr. H. Wastenev. All in favour, resolution passed.</p>
20/057	All Members	<p>Date of Next Meeting. Parish Council meeting 1st April 2020 at 7.15pm. Wakes Colne Annual Parish Assembly 4th May 7.30pm Parish Council AGM followed by Parish Council Meeting 6th May at 7.00pm (note early start as two meetings).</p> <p>Meeting Closed at 8.42pm.</p>