

**Minutes of the Wakes Colne Parish Council Meeting held on
Wednesday 23rd May 2018 at 8.00pm in Chappel & Wakes Colne Village Hall**

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

	PRESENTER	SUBJECT																																										
18/105	ALL MEMBERS	Welcome and Apologies for Absence. Chairman welcomed everyone, no apologies received.																																										
18/106	ALL MEMBERS	Declaration of Interests. Received from Cllr. K. Brown regarding item 18/111.																																										
18/107	ALL MEMBERS	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. None present.																																										
18/108	ALL MEMBERS	Ward and County Councillors to address the members if present. None present.																																										
18/109	ALL MEMBERS	Item 1. To confirm the Minutes of the Parish Council meeting held on 4 th April 2018. Item 2. To confirm the Minutes of the Annual Parish Assembly held on 9 th May 2018. Proposed by Cllr. A. Hannington, seconded by Cllr. K. Brown, all in favour, resolution passed.																																										
18/110	ALL MEMBERS	Accounts 2017/18. Item 1 - Internal Auditor's Report, received. Item 2 – Clerk confirmed VAT reclaimed for 2017/2018. Item 3 – Approval of Governance Statements for 2017/2018 prior to submission to the Audit Commission. Chairman and Clerk to sign. Item 4 - Approval of Accounting Statements for 2017/2018 prior to submission to the Audit Commission. Chairman and Clerk to sign. Item 5 –Year End Bank Reconciliation for 2017/2018 prior to submission to the Audit Commission. Chairman and Clerk signed. Item 6 - To sign off the accounts for 2018/2017, Chairman and Clerk to signed. Proposed by Cllr. M. Bowden, seconded by Cllr. K. Brown, all in favour, resolution passed.																																										
18/111	ALL MEMBERS	Planning Matters. Ref: 180830 Willow Meade Lodge, Lower Green, Wakes Colne Colchester CO6 2AZ Single storey side extension and change of windows Comment already sent, as extension of time to comment not granted. No objection. Proposed by Cllr. M. Taylor, seconded by Cllr. M. Bowden, 4 in favour, 1 abstained, resolution passed.																																										
18/112	ALL MEMBERS	Financial Matters. 1) Financial Statement for April/May (Items to be approved for payment and signed as per payment schedule). <table border="1" style="margin-left: 40px;"> <thead> <tr> <th></th> <th>CHEQUE</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td colspan="3"><u>CHEQUES TO APPEAR IN 2018/19 FIGURES AS BUDGETED</u></td> </tr> <tr> <td>T Mobile (For April)</td> <td>DD</td> <td>13.06</td> </tr> <tr> <td>D. Jacob (Salary for April)</td> <td>SO</td> <td>277.61</td> </tr> <tr> <td>Essex Pension Fund (For April)</td> <td>SO</td> <td>106.77</td> </tr> <tr> <td>Adjustment for April Salary to D. Jacob</td> <td>101087</td> <td>194.29</td> </tr> <tr> <td>Adjustment for Essex Pension Fund (For April)</td> <td>101088</td> <td>15.04</td> </tr> <tr> <td>HM Revenue & Customs (For April)</td> <td>101089</td> <td>1.00</td> </tr> <tr> <td>Chappel Parish Council (Grant - Minute No. 17/189 Item 2)</td> <td>101090</td> <td>350.00</td> </tr> <tr> <td>Chappel & Wakes Colne Village Hall (Grant - Minute No.18/036)</td> <td>101091</td> <td>200.00</td> </tr> <tr> <td>Wakes Colne PCC (All Saints Church) (Grant - Minute No. 18/014 Item 1)</td> <td>101092</td> <td>300.00</td> </tr> <tr> <td>Chappel & Wakes Colne Cricket Club (Grant - Minute No. 18/014 Item 2)</td> <td>101093</td> <td>300.00</td> </tr> <tr> <td>EALC & NALC (Membership Fee) Inv. No. 9480</td> <td>101094</td> <td>157.66</td> </tr> <tr> <td>SLCC (Membership Fee)</td> <td>101095</td> <td>115.00</td> </tr> </tbody> </table>		CHEQUE	TOTAL	<u>CHEQUES TO APPEAR IN 2018/19 FIGURES AS BUDGETED</u>			T Mobile (For April)	DD	13.06	D. Jacob (Salary for April)	SO	277.61	Essex Pension Fund (For April)	SO	106.77	Adjustment for April Salary to D. Jacob	101087	194.29	Adjustment for Essex Pension Fund (For April)	101088	15.04	HM Revenue & Customs (For April)	101089	1.00	Chappel Parish Council (Grant - Minute No. 17/189 Item 2)	101090	350.00	Chappel & Wakes Colne Village Hall (Grant - Minute No.18/036)	101091	200.00	Wakes Colne PCC (All Saints Church) (Grant - Minute No. 18/014 Item 1)	101092	300.00	Chappel & Wakes Colne Cricket Club (Grant - Minute No. 18/014 Item 2)	101093	300.00	EALC & NALC (Membership Fee) Inv. No. 9480	101094	157.66	SLCC (Membership Fee)	101095	115.00
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 Signed.....
 Chairman of the Parish Council

Date: 6th June 2018

CALC (Membership Fee)	101096	35.00
D. Jacob (Expenses for April/May)	101097	105.92
T-Mobile (For May)	DD	13.06
D. Jacob (Salary for May)	SO	277.61
D. Jacob (Adjustment for May Salary to D. Jacob)	101098	208.72
HM Revenue & Customs (For May)	101099	4.60
Essex Pension Fund (For May)	SO	106.77
Adjustment for Essex Pension Fund (For May)	101100	15.99
J.C. Reddington (Internal Auditor)	200001	50.00

Proposed by Cllr. M. Taylor, seconded by Cllr. M. Bowden, all in favour, resolution passed.

2) **Monthly Budget Statement**

3) **Metro Bank**

After considerable effort to open an account at the Metro Bank, the Parish Council application was rejected without reason. The account will remain at Barclays, at least for the time being.

18/113	ALL MEMBERS	<p>Data Protection Officer.</p> <p>The Government has made an amendment to its own Data Protection Bill to exempt all parish and town councils and parish meetings in England, and community and town councils in Wales, from the requirement to appoint a Data Protection Officer (DPO) under the General Data Protection Regulation.</p> <p>Noted.</p>
18/114	ALL MEMBERS	<p>Vacancies on Wakes Colne Parish Council.</p> <p>To confirm that a notice has been published. We currently have two 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>
18/115	ALL MEMBERS	<p>Clerk's Report.</p> <p>Received and noted.</p>
18/116	ALL MEMBERS	<p>Date of Next Meeting.</p> <p>PARISH COUNCIL MEETING WEDNESDAY 6TH JUNE 2017 (7.15PM)</p> <p>Meeting Closed at 8.55pm</p>