

**Minutes of the Wakes Colne Parish Council Meeting held on
Wednesday 2nd November 2022 at 7.15pm in Chappel & Wakes Colne Village Hall**

In the Chair: Cllr. M. Taylor
Present: Cllr. J. Fisher, Cllr. F. Mead, Cllr. H. Wastenev
Clerk: Mrs D. Jacob

	PRESENTER	SUBJECT
22/175	All Members	Welcome & Apologies for Absence. The Chairwoman welcomed everyone. Apologies received from Cllr. Coney (due to work commitments), Cllr. Latache (due to family commitments), Ward Cllr. Sunnucks and County Cllr. Barber (due to work commitments).
22/176	All Members	Declaration of Interests. None.
22/177	All Members	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. None present.
22/178	All Members	Ward and County Councillors to address the members if present. Not present.
22/179	All Members	Minutes. Item 1. To confirm the draft minutes of the Parish Council Meeting held on 7 th September 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. Fisher; all in favour, resolution passed. Item 2. To confirm the draft minutes of the Parish Council meeting held on 5 th October 2022. Having been agreed by those present, the Chairwoman signed them as being a true and accurate record. Proposed by Cllr. Mead, seconded by Cllr. Taylor; all in favour, resolution passed. Item 3. To confirm the draft minutes of the Personnel Committee held on 19 th October 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. Fisher; all in favour, resolution passed.
22/180	All Members	Planning Matters. Item 1. Updates. Ref: 222271 Redroofs, Lower Green, Wakes Colne Colchester CO6 2AZ Rear and side single storey wraparound extension. Conditional Approval. Ref: 222081 Parkhurst Green Farm, Parkhurst Green Lane, Wakes Colne Colchester CO6 2BL Application for Prior Approval for the conversion of part of an outbuilding to a residential dwelling. Prior Approval Required (Approved) Item 2. New Applications. Ref: 222586 Location: land north of, Wakes Hall Business Centre, Colchester Road, Wakes Colne Description: Erection of a single unit of Holiday Accommodation, associated change of use and service road. Objection WCPC object to this application for the following reasons: 1. The application site is beyond the village settlement boundary. 2. There is no wildlife impact statement concerning: a) the impact of a lakeside habitation on resident and breeding birds, particularly with regard to the pontoon, artificial light and human activity; b) the possible existence of otters on or near the site - the adjacent Boley Road lake has erected an otter fence to prevent fish predation.

		<p>3. The proposed new vehicular access road, turning and parking areas will result in the loss of grassland habitat and be visually antithetical in the wider landscape.</p> <p>4. The proposal exhibits no architectural relationship to the existing lodges with the architect's drawings referring to it as a 'boathouse' and the planning statement referring to it as 'typical agricultural barn design'.</p> <p>5. The humanisation of this site from the adjacent Footpath 25 has already incurred detrimental loss of visual amenity to users of the footpath; the open meadow view looking east from the lower footpath is now lost having been replaced by the high retaining lake bank and an artificially lit metalled roadway. Moreover, what was a grazing meadow has been replaced by the existing lodges and a vehicular driveway.</p> <p>Proposed by Cllr. Taylor, seconded by Cllr. Mead; all in favour, resolution passed.</p> <p>Ref: 222712 Location: The Forge, Wakes Street, Wakes Colne Description: Proposed Demolition of Former Forge Building and erection of detached double garage WPCPC comment as follows:</p> <p>Whilst WPCPC is disappointed to see the loss of a visual reference to a historical local craft it acknowledges that it may be an impractical proposition to reinstate an unlisted building that is possibly beyond repair or reinstatement. However, as the new 'wall' is proposed to be 300mm further back from the highway we would propose a consideration that this dimension is increased to accommodate a new footway to conjoin the two adjacent footways either side of the site at this very perilous location.</p> <p>This would result in a significant community asset that would allow residents from the adjacent semi-detached cottages to access the church in greater safety without having to cross the A1124 twice from positions of restricted visibility. Similarly, it would allow pedestrians between Lane Road and public Footpath 27, the access to which is immediately adjacent to the cottages, to walk in much greater safety.</p> <p>Proposed by Cllr. Taylor, seconded by Cllr. Mead; all in favour, resolution passed.</p>
22/181	All Members	<p>Matters Arising from previous minutes.</p> <p>Item 1. Previous minute number 21/105 Solar Cats Eyes at Station Approach. A revised quotation is being sought from contractor and Cllr Barber is checking to see if funding is still available for these replacement lights.</p> <p>Item 2. Previous minute number 21/074 Flooding near the Post Office – Awaiting Highways to contact us with sign boards.</p> <p>Item 3. Previous minute number 22/132 Oral History (Memories) project – Forms of consent to recording and for materials deposit and copyright etc have been agreed. Recording machines have been loaned by Colchester Recalled and interviews have begun. Over 30 households have shown an interest and would like to participate, so this will be a long-term project over the next year or so. The team is prioritising who to interview so it is hoped others will understand and be willing to talk later. Thanks, expressed to Cllr Sunnucks for the locality funding of £770.21 which has been received to put towards this project.</p> <p>Item 4. Planters. New plants and compost have been purchased and the planters are being winterised. Two planters have been ordered to be installed at the Station near the talking bench and maintained by the Station Adopters. Clerk to send all documents to CBC to claim the remaining S106 funding of £377.09.</p>
22/182	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. Works to be completed by the end of December 2022.</p> <p>Item 2. Station Road –Update, Cllr Barber is working on this project with design engineers and we await the outcome. This item and item 3 are linked.</p> <p>Item 3. Previous minute number 20/195 Item 2. Zebra Crossing – acknowledgement received reference number LCOL193018.</p>

		<p>Item 4. Previous Minute No. 21/163 item 4 Vehicle Activated Sign – Static VAS near village hall – A further quote of £270.27 plus VAT was discussed for a Stats Pack information before the agreed contractor can commence work. This extra cost was approved by the Parish Council. Proposed by Cllr. Taylor seconded by Cllr. Mead; all in favour; resolution passed.</p> <p>Item 5. Previous Minute No. 22/148 Defibrillator near the Post Office has a recall on it. It should have been collected on 5th Oct with a loan replacement unit and returned on 7th. No collection of the unit was made as there is a shortage of loan units. So awaiting collection, item to be on the next agenda.</p>																																	
22/183	All Members	<p>Footpaths.</p> <p>Item 1. Report by Cllr Fisher, the footpaths are currently in good order. Next footpath working group meeting to be on 6th January at 4.30pm.</p> <p>Item 2. Opening of Tyburn Hill Walk. The opening and walk took place on 23rd October 2022. Although the weather was very poor the event was well attended by 13 people and 5 dogs. Public Rights of Way footpaths are now all joined up in Wakes Colne. The next walk is scheduled for 18th December and will be publicised. There will be other walks again in the Spring of 2023.</p> <p>Item 3. Revisions and additions to local walks booklet to be republished with additional new walk – work is in progress and ongoing; item to be on the next agenda.</p>																																	
22/184	All Members	<p>Complaints Procedure. A revised complaints procedure developed by Cllr Taylor and Cllr Mead was adopted by the Parish Council. Proposed by Cllr. Fisher, seconded by Cllr. Wastenev; all in favour, resolution passed.</p>																																	
22/185	All Members	<p>To receive reports from outside bodies, training courses, representatives on village committees and Parish Council working groups. Cllr Mead reported on the refurbishment to the village hall which is overall in good order; the roof and drains have been checked and repaired, external boarding has been replaced, and a maintenance list will be made for internal works.</p>																																	
22/186	All Members	<p>Wakes Colne Parish Council Award Scheme. To confirm nominations, closing date is 30th November 2022. This item to be on the next agenda.</p>																																	
22/187	All Members	<p>Grant Funding Applications received for consideration (Payment made in the next financial year 2023/2024 precept). Only one application has been received and was considered from Chappel Parish Council for £500.00 towards maintenance of the Play area. This was approved and payment to be issued in April 2023 (next financial year). Proposed by Cllr. Wastenev, seconded by Cllr. Mead; all in favour, resolution passed.</p>																																	
22/188	All Members	<p>Precept/Budget for 2023/2024. As required by section 33 of the Localism Act 2011, Parish Councillors are obliged to leave discussions where they have a disclosable pecuniary Interest. To participate in the setting of a precept for the Council, the councillors will require a dispensation, and for this purpose, Wakes Colne Parish Council resolves to delegate to the Clerk the power to grant a dispensation from exclusion to all Councillors for the purpose of considering and setting the precept/budget. Proposed by Cllr. Taylor, seconded by Cllr. Mead; all in favour; resolution passed.</p>																																	
22/189	All Members	<p>Precept/Budget 2023/2024. The draft budget and any additional headings were discussed. This item to be on the December agenda to be set. Precept to be set in January 2023.</p>																																	
22/190	All Members	<p>Clerk's Report. Received and noted.</p>																																	
22/191	All Members	<p>Financial Matters.</p> <p>1) Financial Statement (Items to be approved for payment and signed as per payment schedule).</p> <table border="1" data-bbox="354 1617 1326 1984"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>JPB Landscapes Inv. No. 1430</td> <td>101450</td> <td>60.00</td> </tr> <tr> <td>Chappel & Wakes Colne Village Hall (Inv. No. 0922)</td> <td>101451</td> <td>81.00</td> </tr> <tr> <td>EE Inv. No. V02038009342 (Calls made in September)</td> <td>DD</td> <td>16.40</td> </tr> <tr> <td>D. Jacob (Salary for November)</td> <td>SO</td> <td>550.00</td> </tr> <tr> <td>D. Jacob (Salary adjustment for November)</td> <td>101452</td> <td>8.45</td> </tr> <tr> <td>HM Revenue & Customs (for November)</td> <td>101453</td> <td>4.00</td> </tr> <tr> <td>Essex Pension Fund (for November)</td> <td>SO</td> <td>160.00</td> </tr> <tr> <td>Essex Pension Fund (Adjustment for November)</td> <td>101454</td> <td>8.98</td> </tr> <tr> <td>D. Jacob (expenses for October as per receipts)</td> <td>101455</td> <td>58.76</td> </tr> <tr> <td>HandyKing (Inv .No. 187 previous minute No. 22/162)</td> <td>101456</td> <td>90.00</td> </tr> </tbody> </table> <p>The following payments were also considered and approved for payment:</p>		CHEQUE No.	TOTAL	JPB Landscapes Inv. No. 1430	101450	60.00	Chappel & Wakes Colne Village Hall (Inv. No. 0922)	101451	81.00	EE Inv. No. V02038009342 (Calls made in September)	DD	16.40	D. Jacob (Salary for November)	SO	550.00	D. Jacob (Salary adjustment for November)	101452	8.45	HM Revenue & Customs (for November)	101453	4.00	Essex Pension Fund (for November)	SO	160.00	Essex Pension Fund (Adjustment for November)	101454	8.98	D. Jacob (expenses for October as per receipts)	101455	58.76	HandyKing (Inv .No. 187 previous minute No. 22/162)	101456	90.00
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		<p>Village Hall Invoice No. 1022 (Hall Hire) for £75.00 Reimbursement to Cllr Taylor for purchase of plants and compost etc as per receipts £132.42 Added October expenses to D. Jacob for photocopying as per receipts £22.28 Amberol Ltd for the purchase of two planters for £266.40</p> <p>Proposed by Cllr. Mead, seconded by Cllr. Fisher; all in favour, resolution passed.</p> <p>2) Monthly Budget Statement received and noted.</p>
22/192	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 22/192 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. Resolution to exclude members of public. Proposed by Cllr. Mead, seconded by Cllr. Fisher; all in favour, resolution passed.</p>
22/193	All Members	<p>Personnel Matters. Recommendations from the Personnel Committee were considered and approved. Clerk’s contracted hours to increase from 10 hrs per week to 11 hrs per week. Parish Clerk & Responsible Financial Officer – Contract of employment was discussed and signed to reflect the changes. Proposed by Cllr. Taylor, seconded by Cllr. Mead; all in favour, resolution passed. Four hours overtime for October was agreed and approved. Proposed by Cllr. Wastenev, seconded by Cllr. Fisher; all in favour, resolution passed.</p>
22/194	All Members	<p>Date of Next Meeting. Parish Council Meeting 7th December (7.15pm).</p>

Meeting Closed at 9.32pm.