

**Minutes of the Wakes Colne Parish Council Meeting held on
Wednesday 6th October 2021 at 7.15pm in Chappel & Wakes Colne Village Hall**

In the Chair: Cllr. M. Taylor

Present: : Cllr. E. Coney, Cllr. J. Fisher, Cllr. S. Latache, Cllr. F. Mead, Cllr. H. Wastenev

Parish Clerk: Mrs D. Jacob

No members of the public.

	PRESENTER	SUBJECT
21/156	All Members	Welcome & Apologies for Absence. The Chairwoman welcomed everyone. No apologies received.
21/157	All Members	Declaration of Interests. None.
21/158	All Members	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. None present.
21/159	All Members	Ward and County Councillors to address the members if present. Ward Cllr. Peter Chillingworth sent a report that was circulated to all Councillors prior to this meeting. Flooding was discussed: a meeting has taken place with Cllr. Chillingworth, Cllr. Taylor, Cllr. Mead and Cllr. Chamley from Chappel Parish Council to discuss flooding near the Post Office and to try to progress a way forward. Various options have been considered and suggested to the shop owner to try to alleviate this issue. A temporary flood barrier portable signage request has been put in by Cllr. Lewis Barber to the LHP – still awaiting an update. There are new sandbags made of material that absorbs the water, which are flat and easy to store, and some are reusable; a box of 20 is £139.00. To provide access to the community shop and post office the Parish Council would need to consider storage, movement, disposal, and where they could be placed to dry out and be reused. The local plan is ongoing at CBC; the definitive map of potential sites was discussed. Cllr Chillingworth has a locality budget of £2,000.00 which could be applied for; closing date is January 2022.
21/160	All Members	Minutes. It was confirmed that all Cllrs had received the draft minutes of the Parish Council meeting held on 25 th August 2021, and, having been agreed by those present, the Chairman signed them as being a true and accurate record. Proposed by Cllr. Mead, seconded by Cllr. Wastenev; all in favour, resolution passed.
21/161	All Members	Planning Matters. An update on previous applications was given. No new applications received.
21/162	All Members	Matters Arising from previous minutes. Item 1. Previous minute number 21/071 Greensward -the verge outside the Post Office, Swan Street and the Corner of Station Road. It was noted that, in carrying out works, Anglian Water have dug up some of the spring bulbs planted on the corner of the Street and not made good the turf. Clerk to contact AW to arrange re-turfing the area. New paving slabs have been laid along the path to the post box and new paving completed at Station Approach. Item 2. Previous minute number 21/074 Flooding near the Post Office - see item 21/159 above. Item 3. Previous minute number 21/077 Neighbourhood Plan – a public meeting, with invited speakers from CBC and Eight Ash Green, will take place in the village hall on 13 th October at 7.30pm, as advertised on our website, Facebook page and by leaflets to be kindly distributed by the post office with the mail. Item 4. Previous minute number 21/133 - A1124. Vegetation overgrowth and reduced width of pavement from the Church down to the village hall along A1124 – Awaiting a quote from a potential contractor – item to be on next agenda. Item 5. Previous minute number 21/117 Item 2 Facebook – review update. Cllr. Latache, who is responsible for maintaining the WCPC Facebook page, gave an overview of the first three months, which had gone smoothly, and with over 100 followers. Thanks were expressed to her. It was agreed to continue with a Facebook page. Item 6. Previous minute number 21/177 Item 6. Update on defibrillator. See Item 21/169. Item 7. Previous minute number 21/105 Solar Cats Eyes at Station Approach – update. Cllr. Taylor

		reported that more solar cats eyes appeared not to be working properly. Cllr. Fisher to investigate and report back.
21/163	All Members	<p>Highways.</p> <p>Item 1. Lane Road - Signs Narrow Road – LHP Proposal sent 11.03.21. Ref: LCOL202027 confirmation received 6th May 2021. Ongoing.</p> <p>Item 2. Station Road – acknowledgement received 6th May 2021 - no new reference number. Cllr Taylor and Cllr Barber with the Portfolio Officer from ECC to have a site meeting on 7th October.</p> <p>Item 3. Previous minute number 20/195 Item 2. Zebra Crossing – acknowledgement received reference number LCOL193018 - survey carried out.</p> <p>Item 4. Vehicle Activated Sign – Static VAS near village Hall. Thanks were expressed to Cllr. Mead for obtaining and collating information which was discussed in depth. It was agreed that the ideal location would be near the crossroad sign outside the village hall, but a longer pole would be required with a solar panel. It was agreed to use Traffic Technology as they install and commission. The VAS has a SD card for information which can then be downloaded. A SID Gen5-Smart including Set-Up and data retrieval device (Android) would cost £4,653.60 Inc VAT. Before purchase clerk to contact Cllr. Barber to put forward an application to Highways for permission.</p> <p>Proposed by Cllr. Latache, seconded by Cllr Taylor; all in favour, resolution passed.</p>
21/164	All Members	<p>Highways Devolution Scheme.</p> <p>After considerable discussion, and based on the information received, it was decided not to take part in this scheme as very little funding (pro rata per head of population) is offered by ECC for the work Parish Councils are expected to undertake. In the case of Wakes Colne this would be inadequate and there would be a considerable amount of risk assessment and additional responsibility required.</p> <p>Proposed by Cllr. Latache, seconded by Cllr. Taylor; all in favour, resolution passed.</p>
21/165	All Members	<p>Footpaths.</p> <p>A working party has been out tidying Whistle Walk and the steps at the entrance to Footpath 13, and Footpath 10 has been cleared. There is a new bridge at Footpath 15. Thanks were expressed to all volunteers. Cllr. Fisher to arrange a meeting again to carry out further work and to review plans for 2022.</p>
21/166	All Members	<p>Internal Auditor.</p> <p>It was agreed to appoint an internal auditor (Jan Stobart £195.00 for the financial year of 2020/2021). Proposed by Cllr. Taylor, seconded by Cllr. Mead; all in favour, resolution passed.</p>
21/167	All Members	<p>Royal British Legion.</p> <p>Poppy wreath is serviceable for this year. It was agreed to make a £50.00 donation to The Royal British Legion.</p> <p>Proposed by Cllr. Wastenev, seconded by Cllr. Latache; all in favour, resolution passed.</p>
21/168	All Members	<p>Parish Calendar 2022/2023.</p> <p>The Parish Calendar for 2022/2023 was adopted.</p> <p>Proposed by Cllr. Latache, seconded by Cllr. Coney; all in favour, resolution passed.</p>
21/169	All Members	<p>Grant Applications.</p> <p>Item 1. To consider a grant application from The Cricket Club to purchase a defibrillator, electrical installation and first annual maintenance fee, at a cost of £815.20 and to consider payment in this financial year 2020/2021.</p> <p>It was agreed to issue a cheque now so that the Cricket Club could go ahead with the purchase.</p> <p>Proposed by Cllr. Wastenev, seconded by Cllr. Mead; all in favour, resolution passed.</p> <p>Item 2. Grant Funding Applications received for consideration (Payment made in the next financial year 2022/2023 precept).</p> <p>To be on the next agenda to discuss any applications received.</p>
21/170	All Members	<p>Zoom.</p> <p>The Parish Council would not like to renew the annual subscription for:</p> <ol style="list-style-type: none"> 1. Zoom - £120.00 plus 1-hour labour £30, but would purchase it if it became necessary to hold meetings online again. 2. PDF software – Adobe professional £181.10 yearly, but to instruct Dove Support to convert PDF to word documents as and when required. <p>Proposed by Cllr. Fisher, seconded by Cllr. Mead; all in favour, resolution passed.</p>
21/171	All Members	<p>CALC. (Colchester Association of Local Councils).</p> <p>Report given by Cllr. Coney of the September meeting. Commercial income obtained by CBC has been affected by Covid, and it is difficult to get people back into leisure facilities. The Queen’s Platinum Jubilee was discussed and various commemorative events being held in June 2022. Section 2 of the local</p>

		plan is out for consultation. The e-scooters trial ends soon and CBC is to make a decision whether or not to continue. Stanway PC have purchased some land from Highways. A slide presentation will be sent out from Highways regarding LHP requests.																																																						
21/172	All Members	<p>No Parking Signs. After discussion about inappropriate parking on the pavement at Chappel Corner, and since the land is owned by ECC, used without notice to WCPC by the utilities, and signage cost it was agreed not to purchase any No Parking signs (at a cost of £90.00 each plus installation cost of £70.00 – total cost of £520.00 plus VAT). Proposed by Cllr. Lata arche, seconded by Cllr. Mead; Cllr. Coney, Cllr. Fisher and Cllr. Wastene y in favour, Cllr. Taylor objected; resolution passed.</p>																																																						
21/173	All Members	<p>Planters. To consider the purchase of two large planters to be situated at the bus shelter near the post office at a cost of £90.00 each plus multipurpose and plants, total approx. £250.00. It was agreed to contact Highways for a licence/permission first before purchase. Proposed by Cllr. Fisher, seconded by Cllr. Wastene y; all in favour, resolution passed.</p>																																																						
21/174	All Members	Clerk's Report. Received and noted.																																																						
21/175	All Members	<p>Financial Matters.</p> <p>1) Financial Statement for September/October (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>EE (Inv. No. V01901397611) August</td> <td>DD</td> <td>21.43</td> </tr> <tr> <td>Chappel & Wakes Colne Cricket Club Minute No. 21/168</td> <td>101326</td> <td>815.20</td> </tr> <tr> <td>D. Jacob (Expenses for September)</td> <td>101327</td> <td>62.38</td> </tr> <tr> <td>D. Jacob (Salary for October)</td> <td>SO</td> <td>500.00</td> </tr> <tr> <td>D. Jacob (Salary adjustment for October)</td> <td>101328</td> <td>39.98</td> </tr> <tr> <td>HM Revenue & Customs (for October)</td> <td>101329</td> <td>2.20</td> </tr> <tr> <td>Essex Pension Fund (for October)</td> <td>SO</td> <td>140.00</td> </tr> <tr> <td>Essex Pension Fund (Adjustment for October)</td> <td>101330</td> <td>22.92</td> </tr> <tr> <td>A & J Lighting (Inv. No. 35484)</td> <td>DD</td> <td>55.66</td> </tr> <tr> <td>HandyKing (Inv. No. 159)</td> <td>101331</td> <td>100.00</td> </tr> <tr> <td>Richard Edwards Group (Inv. No. 44230)</td> <td>101332</td> <td>65.70</td> </tr> <tr> <td>Colchester Borough Council (Inv. No. 20183528)</td> <td>101333</td> <td>23.06</td> </tr> <tr> <td>Glasdon UK Limited (Inv. No. 3065102 Salt/Grit Bins)</td> <td>101334</td> <td>490.27</td> </tr> <tr> <td>JPB Landscapes Ltd (Inv. No. 1268)</td> <td>101335</td> <td>60.00</td> </tr> <tr> <td>JPB Landscapes Ltd (Inv. No. 1273 minute no. 21/071)</td> <td>101336</td> <td>1,949.40</td> </tr> <tr> <td>Dove Support (Inv.No. 1331)</td> <td>101337</td> <td>165.46</td> </tr> <tr> <td>HandyKing (Inv. No. 161)</td> <td>101338</td> <td>20.00</td> </tr> </tbody> </table> <p>Cheque number 101339 was raised for The Royal British Legion £50.00 (see item number 21/167 above).</p> <p>2) MONTHLY BUDGET STATEMENT. Received and noted.</p> <p>Proposed by Cllr. Lata arche, seconded by Cllr. Coney; all in favour, resolution passed.</p>		CHEQUE NO.	TOTAL	EE (Inv. No. V01901397611) August	DD	21.43	Chappel & Wakes Colne Cricket Club Minute No. 21/168	101326	815.20	D. Jacob (Expenses for September)	101327	62.38	D. Jacob (Salary for October)	SO	500.00	D. Jacob (Salary adjustment for October)	101328	39.98	HM Revenue & Customs (for October)	101329	2.20	Essex Pension Fund (for October)	SO	140.00	Essex Pension Fund (Adjustment for October)	101330	22.92	A & J Lighting (Inv. No. 35484)	DD	55.66	HandyKing (Inv. No. 159)	101331	100.00	Richard Edwards Group (Inv. No. 44230)	101332	65.70	Colchester Borough Council (Inv. No. 20183528)	101333	23.06	Glasdon UK Limited (Inv. No. 3065102 Salt/Grit Bins)	101334	490.27	JPB Landscapes Ltd (Inv. No. 1268)	101335	60.00	JPB Landscapes Ltd (Inv. No. 1273 minute no. 21/071)	101336	1,949.40	Dove Support (Inv.No. 1331)	101337	165.46	HandyKing (Inv. No. 161)	101338	20.00
	CHEQUE NO.	TOTAL																																																						
EE (Inv. No. V01901397611) August	DD	21.43																																																						
Chappel & Wakes Colne Cricket Club Minute No. 21/168	101326	815.20																																																						
D. Jacob (Expenses for September)	101327	62.38																																																						
D. Jacob (Salary for October)	SO	500.00																																																						
D. Jacob (Salary adjustment for October)	101328	39.98																																																						
HM Revenue & Customs (for October)	101329	2.20																																																						
Essex Pension Fund (for October)	SO	140.00																																																						
Essex Pension Fund (Adjustment for October)	101330	22.92																																																						
A & J Lighting (Inv. No. 35484)	DD	55.66																																																						
HandyKing (Inv. No. 159)	101331	100.00																																																						
Richard Edwards Group (Inv. No. 44230)	101332	65.70																																																						
Colchester Borough Council (Inv. No. 20183528)	101333	23.06																																																						
Glasdon UK Limited (Inv. No. 3065102 Salt/Grit Bins)	101334	490.27																																																						
JPB Landscapes Ltd (Inv. No. 1268)	101335	60.00																																																						
JPB Landscapes Ltd (Inv. No. 1273 minute no. 21/071)	101336	1,949.40																																																						
Dove Support (Inv.No. 1331)	101337	165.46																																																						
HandyKing (Inv. No. 161)	101338	20.00																																																						
21/176	All Members	<p>Date of Next Meeting. Public Meeting 13th October at 7.30pm –regarding Neighbourhood Plan Parish Council Meeting 3rd November (7.15pm)</p>																																																						

Meeting Closed at 10.05pm.