

**Minutes of the Wakes Colne Parish Council Meeting held on  
Wednesday 5<sup>th</sup> October 2022 at 7.15pm in Chappel & Wakes Colne Village Hall**

In the Chair: Cllr. M. Taylor  
Present: Cllr. E. Coney, Cllr. S. Latache, Cllr. F. Mead  
Clerk: Mrs D. Jacob

Prior to the commencement of the meeting a one-minute silence was observed to pay respects to HM Queen Elizabeth II following her death on 8<sup>th</sup> September 2022.

	PRESENTER	SUBJECT
22/154	All Members	<b>Welcome &amp; Apologies for Absence.</b> The Chairwoman welcomed everyone. Apologies received from Cllr. Fisher (due to family commitments), Cllr. Wastenev (due to illness), Ward Cllr. Sunnucks and County Cllr. Barber (due to work commitments).
22/155	All Members	<b>Declaration of Interests.</b> A non-pecuniary declaration of interest (Para 8.1 of Wakes Colne Parish Council's Code of Conduct) was received and accepted from Cllr. Mead relating to agenda item number 22/159 ref: 222081271 because he knows the applicant's agent.
22/156	All Members	<b>Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.</b> None present.
22/157	All Members	<b>Ward and County Councillors to address the members if present.</b> Not present, reports received from both Cllr. Sunnucks and Cllr. Barber were discussed.
22/158	All Members	<b>Minutes.</b> To confirm the draft minutes of the September Parish Council meeting held on 7 <sup>th</sup> September 2022. Having considered and discussed it was agreed to approve these at our November meeting. Proposed by Cllr. Coney, seconded by Cllr. Taylor; all in favour, resolution passed. Item to be on next agenda.
22/159	All Members	<b>Planning Matters.</b> <b>Item 1.</b> No new updates. <b>Item 2.</b> New Applications. <b>Ref:</b> 222261 <b>Location:</b> Hushwing Farm, Mount Bures Road, Wakes Colne Colchester CO6 2AP <b>Description:</b> New Dwelling <ul style="list-style-type: none"> <li>• WCPC has requested that this application be determined by the CBC Planning Committee rather than through Officers delegated powers.</li> <li>• The application site is beyond the village settlement boundary.</li> <li>• Policy DM6 (C) Replacement buildings will only be supported where the existing development is visually intrusive or otherwise inappropriate in its context and a substantial improvement in the landscape and surroundings will be secured through replacement. <u>New buildings should not significantly increase the scale, height and built form of the original building.</u></li> <li>• Specific business needs for a new dwelling should be adequately demonstrated.</li> <li>• Suitable provisions should be addressed to mitigate any detrimental effects to both adjoining neighbours and the wider countryside setting.</li> <li>• Any planning consent for a new dwelling should contain an occupancy condition allied to the business.</li> </ul> <p>Proposed by Cllr. Taylor, seconded by Cllr. Latache; all in favour, resolution passed.</p>

		<p><b>Ref:</b> 222262  <b>Location:</b> Hushwing Farm, Mount Bures Road, Wakes Colne Colchester CO6 2AP  <b>Description:</b> Change of Use for an Education Centre and Welfare Facility building and Two Client &amp; Student Accommodation pods.</p> <ul style="list-style-type: none"> <li>• WCPC has requested that this application be determined by the CBC Planning Committee rather than through Officers delegated powers.</li> <li>• The application site is beyond the village settlement boundary.</li> <li>• Concerns were raised regarding a potential increase in traffic movements in a narrow lane with few appropriate passing places.</li> <li>• That suitable provisions should be addressed to mitigate any detrimental effects to both adjoining neighbours and the wider countryside setting.</li> <li>• Specific business needs for the new accommodation should be adequately demonstrated.</li> <li>• The existing footpath should remain unhindered and any concerns raised by Ramblers and other users addressed.</li> </ul> <p>Proposed by Cllr. Taylor, seconded by Cllr. Latarche; all in favour, resolution passed.</p> <p>Cllr. Mead left the room and took no part in this item of the meeting.</p> <p><b>Ref:</b> 222271  <b>Location:</b> Redroofs, Lower Green, Wakes Colne Colchester CO6 2Z  <b>Description:</b> Rear and side single storey wraparound extension.  No Objection  Proposed by Cllr. Taylor, seconded by Cllr. Latarche; all in favour, resolution passed.  Cllr. Mead returned to the meeting.</p>
22/160	All Members	<p><b>Matters Arising from previous minutes.</b></p> <p><b>Item 1.</b> Previous minute number 21/105 Solar Cats Eyes at Station Approach. Cllr Fisher has checked to see how many lights require replacing and a list has been sent to Cllr Barber.</p> <p><b>Item 2.</b> Previous minute number 21/074 Flooding near the Post Office – Awaiting Highways to contact us with sign boards.</p> <p><b>Item 3.</b> Previous minute number 22/132 Oral History (Memories) project – Cllr Taylor organised an event on Wednesday 14<sup>th</sup> September at 2.30pm in the village hall, which was attend by over 30 people of various ages. A very enjoyable afternoon viewing memorabilia, the project was discussed etc and a microphone was taken around the room to capture comments. A team of 4 volunteers then gathered Thursday 15<sup>th</sup> September for training on how to conduct and record interviews on the equipment loaned by Colchester Recalled. The emphasis is to be on memories local life in the village over the year. These will be recorded, stored on a hard disc drive and printed into a booklet. The recordings will be lodged with the Essex Records Office and archived material at the University of Essex. It was discussed and agreed that the amount of £700.00 for locality funding from Cllr Sunnucks should be applied for, to be put towards the Oral History (Memories) project.</p> <p>Proposed by Cllr. Taylor seconded by Cllr. Mead; all in favour, resolution passed.</p> <p><b>Item 4.</b> Planters. To note that the remaining S106 funding of £377.09 has to be claimed from CBC before December 2022 it was agreed to purchase more compost, plants etc. It was also agreed to purchase two planters to be installed at the Station near the talking bench and maintained by the Station Adopters.</p>
22/161	All Members	<p><b>Highways.</b></p> <p><b>Item 1.</b> Lane Road - Signs Narrow Road – LHP Proposal sent 11.03.21. Ref: LCOL202027 this has been given Approval. A design has been sent to the Parish Council asking us to comment – works to be carried out by the end of December.</p> <p><b>Item 2.</b> 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><b>Item 3.</b> Previous minute number 20/195 Item 2. Zebra Crossing – acknowledgement received reference number LCOL193018 - It was agreed in principle and at Cllr Barber’s suggestion to consider moving the bus stop along the A1124 by the post office. We await Highways suggestions on the new location.</p> <p><b>Item 4.</b> Previous Minute No. 21/163 item 4 Vehicle Activated Sign – Static VAS near village hall – Due to the specialised nature of the work it was not possible to obtain 3 quotes. A quote of £1,150.00 excluding VAT was agreed to install a pole for the VAS.</p> <p>Proposed by Cllr. Taylor seconded by Cllr. Latarche; Cllr. Coney in favour; Cllr. Mead abstained; resolution passed.</p> <p><b>Item 5.</b> Previous Minute No. 22/148 Defibrillator near the post office has a recall on it. It should have been collected on 5<sup>th</sup> Oct with a loan replacement unit and returned on 7th. No collection of the unit was made.</p>

		Clerk to phone/e-mail for an update. Item to be on the next agenda.									
22/162	All Members	<b>Bus Shelter.</b> It was agreed to accept a quote of £90.00 for repairs to the wooden bus shelter roof (along the A1124 village hall side). Proposed by Cllr. Latarche, seconded by Cllr. Mead; all in favour, resolution passed.									
22/163	All Members	<b>Parish Calendar 2023/2024.</b> Parish Calendar for 2023/2024 was agreed and set. Date changes in March due to holidays and in May 2023 due to elections. Proposed by Cllr. Taylor, seconded by Cllr. Coney; all in favour, resolution passed.									
22/164	All Members	<b>Internal Audit 2022/23.</b> It was agreed to appoint Jan Stobart as the Internal Auditor for financial year accounts end 2022/2023 at a cost of £210.00. Proposed by Cllr. Coney, seconded by Cllr. Mead; all in favour, resolution passed.									
22/165	All Members	<b>Footpaths.</b> <b>Item 1.</b> Report sent and circulated by Cllr Fisher. <b>Item 2.</b> To confirm that providing risk assessments are carried prior to an event then there is no increase to the Parish Council Insurance to hold guided footpath walks, noted by Councillors. <b>Item 3.</b> To consider if Wakes Colne Parish Council would like to join the ECC Parish Paths Partnership scheme. It was agreed and confirmed that Wakes Colne Parish Council would like to join this scheme and Cllr. Fisher was nominated as the representative. <b>Item 4.</b> Opening of Tyburn Hill Walk- is scheduled to take place on 23 <sup>rd</sup> October 2022; posters have been displayed advertising this event. <b>Item 5.</b> Revisions and additions to local walks booklet to be republished with additional new walk – this is in progress. An estimate for art works and graphic design at a cost of £320.00 was agreed. Proposed by Cllr. Latarche, seconded by Cllr. Coney; all in favour, resolution passed. Cllr Taylor to obtain further quotes for printing and to try and obtain funding, this item to be on the next agenda.									
22/166	All Members	<b>To receive reports from outside bodies, training courses, representatives on village committees and Parish Council working groups.</b> An oil syndicate has been requested by a member of the public. This was discussed and considered. However, it was agreed that Wakes Colne Parish Council do not have the volunteers or resources to organise this. There is a group in Essex that offers this facility: The Community Oil Buying Scheme for Essex is supported by Rural Community Council of Essex (RCCE) and delivered by AF Affinity Ltd. RCCE supports the AF Affinity Ltd Oil Buying Syndicate who work to keep costs down for their members. AF Affinity Ltd offer additional services such as a monthly prepayment plan and advice on monitoring usage, and there is no membership fee! For further information about AF Affinity Ltd and to register see: <a href="http://www.af-affinity.co.uk/rcce/">http://www.af-affinity.co.uk/rcce/</a> This is a free scheme which allows you to opt out at any time (with written notice) Full Terms and Conditions can be found on the <a href="#">AF Affinity Ltd Website</a>  Cllr. Taylor reported that the village hall renovations are currently underway.  Solar Energy. A zoom meeting was held with ECC, The South East New Energy (SENE) and Cllr. Taylor from Wakes Colne Parish Council, White Colne Parish Council and Chappel Parish Council to obtain further information. Cllr. Taylor reported that this project ends at the end of June 2023 and that the PC would be responsible thereafter for liaising with commercial providers. Wakes Colne Parish Council agreed to help promote any public meeting if arranged by a third party. Proposed by Cllr. Latarche, seconded by Cllr. Taylor; all in favour, resolution passed.									
22/167	All Members	<b>Clerk's Report.</b> Received and noted.									
22/168	All Members	<b>Financial Matters.</b> 1) Financial Statement (Items to be approved for payment and signed as per payment schedule). <table border="1" data-bbox="453 1906 1422 2040"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>EE Inv. No. V02028502768 (Calls made in June)</td> <td>DD</td> <td>16.40</td> </tr> <tr> <td>Marks Tey Radio Inv. No. 10154 (Hire of Microphone minute No. 22/141 Item 3).</td> <td>101438</td> <td>132.00</td> </tr> </tbody> </table>		CHEQUE No.	TOTAL	EE Inv. No. V02028502768 (Calls made in June)	DD	16.40	Marks Tey Radio Inv. No. 10154 (Hire of Microphone minute No. 22/141 Item 3).	101438	132.00
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		Richard Edwards Group Ltd (Inv. No. 47613) payroll provider	101439	68.40
		Kath Beck (Reimbursement for cakes for Memories gathering as per receipts)	101440	36.14
		Monica Taylor (Reimbursement for refreshments for Memories gathering & bulbs for planters, as per receipts)	101441	44.73
		Curry's (Replacement Printer Inv. No. 065175)	101442	79.39
		D. Jacob (Salary for October)	SO	550.00
		D. Jacob (Salary adjustment for October)	101443	8.45
		HM Revenue & Customs (for October)	101444	4.00
		Essex Pension Fund (for October)	SO	160.00
		Essex Pension Fund (Adjustment for October)	101445	8.98
		D. Jacob (expenses for September as per receipts)	101446	46.55
		Colchester Association of Local Councils (CALC Membership)	101447	35.00
		Teresa Thorogood (Jubilee Picnic reimbursement as per receipts)	101448	48.04
		<p>A reimbursement receipt from Cllr Taylor for a hard disk drive £47.99 for the oral history (Memories) project was also considered and approved for payment.</p> <p>Proposed by Cllr. Latarche, seconded by Cllr. Fisher; all in favour, resolution passed.</p> <p>2) Monthly Budget Statement. Noted.</p>		
22/169	All Members	<p><b>Date of Next Meeting.</b> Parish Council Meeting 2<sup>nd</sup> November (7.15pm).</p>		

Meeting Closed at 10.12pm.