

**Minutes of the Wakes Colne Parish Council Meeting held on
Wednesday 7th September 2022 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

Clerk: Mrs D. Jacob

Also, present Ward Cllr. W. Sunnucks

Mrs Jill Bruce, WCPC Climate Change Ambassador

	PRESENTER	SUBJECT
22/135	All Members	Welcome & Apologies for Absence. The Chairwoman welcomed everyone. Apologies received from Cllr Barber.
22/136	All Members	Declaration of Interests. A non-pecuniary declaration of interest (Para 8.1 of Wakes Colne Parish Council's Code of Conduct) was received and accepted from Cllr. Latache relating to agenda item number 22/140 ref: 222081 because as a resident she has already seen and signed a letter of objection. Cllr Mead confirmed that he had seen a copy of the letter which he had forwarded onto all Councillors, but which he had not personally signed.
22/137	All Members	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. Jill Bruce – WCPC Climate Change Ambassador spoke regarding the ECC local community energy scheme. The South East New Energy (SENE) and Local Energy Communities for the 2 Seas Region' (LECSEA) project teams have four ways they can help parish councils and community groups take action in the face of the climate emergency. A zoom meeting to be held with ECC, (SENE) and Cllrs from Wakes Colne Parish Council, White Colne Parish Council and Chappel Parish Council to obtain further information before considering holding a public meeting.
22/138	All Members	Ward and County Councillors to address the members if present. Ward Cllr Sunnucks confirmed that he has called in the Wakes Colne Mill planning application to full planning committee. That he has been working on large projects with Colchester Borough Council regarding Garden Communities etc.
22/139	All Members	Minutes. To confirm the minutes of the July Parish Council meeting held on 6 th July 2022. Having been agreed by those present, the Chairwoman signed them as being a true and accurate record. Proposed by Cllr. Latache, seconded by Cllr. Fisher; all in favour, resolution passed.
22/140	All Members	Planning Matters. Item 1. No new updates. Item 2. New Applications. Cllr. Latache left the room and took no part in this item of the meeting. Ref: 222081 Location: Parkhurst Green Farm, Parkhurst Green Lane, Wakes Colne Colchester CO6 2BL Description: Application for Prior Approval for the conversion of part of an outbuilding to a residential dwelling. While this Application has considerably reduced the footprint of the proposed new dwelling to fall within Part Q we fail to see any recognition or mitigation to the comments raised by Colchester Borough Councils Refusal Notice to Application 201363 dated 16 September 2020 or the Planning Inspectors comments raised in the Appeal Dismissal Notice dated 7 February 2022. Moreover, we can see nothing in the new Local Plan adopted on 4 July 2022 that would affect previous decision making. Wakes Colne Parish Council consequently object to this Application. Proposed by Cllr. Mead, seconded by Cllr. Fisher; all in favour, resolution passed. Cllr Latache returned to the meeting. Ref: 222030 Location: Crows Hall, Lane Road, Wakes Colne Essex CO6 2BS

		<p>Description: Internal alterations to ground floor and first floor. No Objection Proposed by Cllr. Latarche, seconded by Cllr. Wastenev; all in favour, resolution passed. Ref: 222023 Location: Land to the North of Mill Buildings, Wakes Colne Mills, Colchester Road, Wakes Colne Colchester CO6 2BY Description: Application for removal or variation of a condition 2 following grant of planning permission (183046). Wakes Colne Parish Council have no objection to this application providing it does not compromise the setting of the listed building. Proposed by Cllr. Mead, seconded by Cllr. Coney; all in favour, resolution passed. Ref: 222233 Location: The Mill House, Colchester Road, Wakes Colne Essex CO6 2BY Description: Removal of modern partition wall in Kitchen. Infill between existing studs to create ensuite to bedroom at second floor. New stud wall to form ground floor w/c in location of former kitchenette. No objection Proposed by Cllr. Latarche, seconded by Cllr. June; all in favour, resolution passed.</p>
22/141	All Members	<p>Matters Arising from previous minutes. Item 1. Previous minute number 21/105 Solar Cats Eyes at Station Approach. Chappel Parish Council will not be making a contribution towards the cost of replacement lights, Cllr Fisher to check to see how many lights require replacing, then to inform Cllr Barber. Item 2. Previous minute number 21/074 Flooding near the Post Office – update by Cllr Barber regarding signage, that this has been given approval as a scheme by LHP but funding for it and permission/licence are still awaited. Item 3. Previous minute number 22/132 Oral History (Memories) project – Cllr Taylor has organised a Tea Party for Wednesday 14th September at 2.30pm in the village hall, posters and invitations have been sent out. It was agreed to hire a recording microphone for this event at a cost of £110.00 proposed by Cllr Taylor, seconded by Cllr Fisher, all in favour. A small volunteer team will then gather information as to who is interested in taking part and they will be receiving training on Thursday 15th September on how to collate all the information obtained etc. This item will need to be included in the next budget and will be a long-term project over two years Cllr Taylor confirmed that she would be willing to continue with it even if she is no longer a Councillor on Wakes Colne Parish Council. Item 4. 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 bulbs etc. Next year to set up a watering/maintenance rota and to include this item in the next budget for future years. Item 5. Plant & Seed Swap. Closed due to vandalism will be reopened in Spring 2023.</p>
22/142	All Members	<p>Highways. Item 1. Lane Road - Signs Narrow Road – LHP Proposal sent 11.03.21. Ref: LCOL202027 this has been given approval as a scheme by LHP and funding now granted but not yet available. Item 2. Station Road –Update, Cllr Barber is working on this project, no site meeting has taken place. Item 3. Previous minute number 20/195 Item 2. Zebra Crossing – acknowledgement received reference number LCOL193018 - survey carried out, see item 2 above. Item 4. Previous Minute No. 21/163 item 4 Vehicle Activated Sign – Static VAS near village hall – application for permission/licence received the Parish Council ae now in the process of trying to locate a contractor who is able to supply and install a pole for the VAS.</p>
22/143	All Members	<p>Locality Fund from Ward Cllr Sunnucks. It was discussed and agreed that the full amount of £1230.00 for locality funding from Cllr Sunnucks should be applied for, to be put towards the Oral History (Memories) project. Proposed by Cllr. Latarche, seconded by Cllr. Coney; all in favour, resolution passed.</p>
22/144	All Members	<p>Footpaths. Update by Cllr Fisher that the footpath at Wakes Mill near the old coal yard has been cleared by four volunteers from the working group and half the footpath at the Whistle Walk. Next footpath working group meeting to take place on Monday 11th July. Work on revising walks booklet and new walk to be undertaken in August. Item 1. Report and update given by Cllr Fisher. Item 2. 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.</p>

		<p>Item 3. To consider if Wakes Colne Parish Council like to join the ECC Parish Paths Partnership scheme. This item deferred and to be on the net agenda.</p> <p>Item 4. Opening of Tyburn Hill Walk - is scheduled to take place on 23rd October 2022.</p> <p>Item 5. Revisions and additions to local walks booklet – this is in progress an estimate for printing has been received but maps and illustration needs further work. To obtain further information regarding costs etc from the Footpaths working group and this item to be on the next agenda.</p>																																																															
22/145	All Members	<p>Royal British Legion. Poppy wreath ok for this year, it was agreed to make a donation for Remembrance Day of £50.00. Proposed by Cllr. Coney, seconded by Cllr. Lata arche; all in favour, resolution passed.</p>																																																															
22/146	All Members	<p>Parish Calendar 2023/2024. To set the Parish Calendar for 2023/2024. Item deferred, to be on the next agenda.</p>																																																															
22/147	All Members	<p>Internal Audit 2022/23. To consider to appoint Jan Stobart as the Internal Auditor for financial year accounts end 2022/2023 at a cost of £210.00 Item deferred, to be on the next agenda.</p>																																																															
22/148	All Members	<p>Defibrillator. A recall has been issued on the defibrillator near the Post Office, to arrange collection and a loan unit required. Proposed by Cllr. Mead, seconded by Cllr. Wastene y; all in favour, resolution passed.</p>																																																															
22/149	All Members	<p>To receive reports from outside bodies, training courses, representatives on village committees and Parish Council working groups. Item deferred, to be on the next agenda.</p>																																																															
22/150	All Members	<p>Clerk's Report. Received and noted.</p>																																																															
22/151	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"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>EE Inv. No. V02009227106 (Calls made in June)</td> <td>DD</td> <td>16.40</td> </tr> <tr> <td>Monica Taylor (this replaces lost/void cheque no. 101395)</td> <td>101421</td> <td>20.00</td> </tr> <tr> <td>JPD Landscapes Ltd (inv. no 1406)</td> <td>101422</td> <td>60.00</td> </tr> <tr> <td>D. Jacob (Salary for August)</td> <td>SO</td> <td>550.00</td> </tr> <tr> <td>D. Jacob (Salary adjustment for August)</td> <td>101423</td> <td>8.25</td> </tr> <tr> <td>HM Revenue & Customs (for August)</td> <td>101424</td> <td>4.20</td> </tr> <tr> <td>Essex Pension Fund (for August)</td> <td>SO</td> <td>160.00</td> </tr> <tr> <td>Essex Pension Fund (Adjustment for August)</td> <td>101425</td> <td>8.98</td> </tr> <tr> <td>HandyKing (Inv. No. 180)</td> <td>101426</td> <td>50.00</td> </tr> <tr> <td>D. Jacob (expenses for July as per receipts)</td> <td>101427</td> <td>54.82</td> </tr> <tr> <td>EE Inv. No. V02018730917 (Calls made in July)</td> <td>DD</td> <td>16.40</td> </tr> <tr> <td>Colchester Borough Council (Inv. No. 005079)</td> <td>101428</td> <td>38.52</td> </tr> <tr> <td>Monica Taylor (expenses/mileage)</td> <td>101429</td> <td>10.00</td> </tr> <tr> <td>D. Jacob (expenses for August as per receipts)</td> <td>101430</td> <td>56.81</td> </tr> <tr> <td>D. Jacob (Salary for September)</td> <td>SO</td> <td>550.00</td> </tr> <tr> <td>D. Jacob (Salary adjustment for September)</td> <td>101431</td> <td>8.45</td> </tr> <tr> <td>HM Revenue & Customs (for September)</td> <td>101432</td> <td>4.00</td> </tr> <tr> <td>Essex Pension Fund (For September)</td> <td>SO</td> <td>160.00</td> </tr> <tr> <td>Essex Pension Fund (Adjustment for September)</td> <td>101433</td> <td>8.98</td> </tr> <tr> <td>B & M Print Ltd (Invitations relating to Oral History Project)</td> <td>101434</td> <td>32.00</td> </tr> </tbody> </table> <p>The following invoices were also considered and approved for payment.</p> <p>JPB Landscapes Inv. No. 1387 £60.00 (Grass cutting for August)</p> <p>A & J Lighting Solutions Ltd Inv. No. £55.66</p> <p>HandyKiny Inv. No. 181 £40.00</p> <p>The Royal British Legion (minute No. 22/145) £50.00</p> <p>Proposed by Cllr. Lata arche, seconded by Cllr. Fisher; all in favour, resolution passed.</p> <p>2) Monthly Budget Statement. Noted.</p> <p>3)</p>		CHEQUE No.	TOTAL	EE Inv. No. V02009227106 (Calls made in June)	DD	16.40	Monica Taylor (this replaces lost/void cheque no. 101395)	101421	20.00	JPD Landscapes Ltd (inv. no 1406)	101422	60.00	D. Jacob (Salary for August)	SO	550.00	D. Jacob (Salary adjustment for August)	101423	8.25	HM Revenue & Customs (for August)	101424	4.20	Essex Pension Fund (for August)	SO	160.00	Essex Pension Fund (Adjustment for August)	101425	8.98	HandyKing (Inv. No. 180)	101426	50.00	D. Jacob (expenses for July as per receipts)	101427	54.82	EE Inv. No. V02018730917 (Calls made in July)	DD	16.40	Colchester Borough Council (Inv. No. 005079)	101428	38.52	Monica Taylor (expenses/mileage)	101429	10.00	D. Jacob (expenses for August as per receipts)	101430	56.81	D. Jacob (Salary for September)	SO	550.00	D. Jacob (Salary adjustment for September)	101431	8.45	HM Revenue & Customs (for September)	101432	4.00	Essex Pension Fund (For September)	SO	160.00	Essex Pension Fund (Adjustment for September)	101433	8.98	B & M Print Ltd (Invitations relating to Oral History Project)	101434	32.00
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22/152	All Members	<p>Vacancy on Wakes Colne Parish Council. We currently have one vacancy on Wakes Colne Parish Council. If anyone is interested, in joining Wakes Colne Parish Council, please contact the Clerk for an application form, it was noted that co-option can only take place up until December 2022 as we will then be entering an election year.</p>
22/153	All Members	<p>Date of Next Meeting. Note No Meeting in August. Parish Council Meeting 5th October (7.15pm).</p>

Meeting Closed at 10.25pm.