

**Minutes of the monthly Wakes Colne Parish Council Meeting held on
Wednesday June 28th 2012 at 7.15 pm in the Wakes Colne Village Hall.**

In the Chair: Cllr. S. Hounslow
 Present: Cllrs: Cllr. M. Bowden, Cllr. H. Cresswell
 Acting Clerk: Mr. M. Letch
 New Clerk: Mrs D. Jacob
 Also Present: Two members of the public

ITEM	PRESENTER	SUBJECT
12/86	CHAIRMAN	WELCOME AND APOLOGIES FOR ABSENCE. Apologies for absence received from Cllr. A. Hannington, Cllr. M Taylor.
12/87	CHAIRMAN	DECLARATION OF INTERESTS. No declarations were made.
12/88	CHAIRMAN	PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST. A member of the Public informed the council that they had attended the meeting regarding, item 12/92 item 2 on the Agenda, the Chairman advised them that this particular item was just a proposal that the Council had received and that it would not be discussed at the present time, it will be discussed if and when a planning application is actually made.
12/89	CHAIRMAN	WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT. Apologise of absence were received from Cllr. P Chillingworth CBC.
12/90	CHAIRMAN	TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD 6TH JUNE. That the minutes from the Parish Council meeting held on 6 nd June to be approved as a correct record and signed by the Chairman.
12/91	CHAIRMAN	CHAIRMAN'S BRIEFING. Cllr. S. Hounslow checked with the Environment Agency and was advised that the spillage had been diluted and had not reached as far as Wakes Colne.
12/92	CLERK	CLERKS REPORT The Clerk reported that the following correspondence had been received and was in the process of being dealt with. Item 1. A letter has been received along with completed donation policy forms requesting payment of £1,000 for maintenance of the church yard. Item 2. An email has been received regarding a request to apply for planning permission of 2 No. 2 bed affordable houses and one private 3 bed house in Colchester Road. Item 3. Letter received from a parishioner requesting clarification on parish matters a letter will be e-mailed in the near future.

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12/93	CLERK	<p>FINANCIAL MATTERS:</p> <p>Resolved. Monthly Budget Statement for June was noted and The Financial Statement for June was approved. The following items were approved for payment. However because the Council are still awaiting a new cheque book then the Cheque numbers will appear on the next financial statement.</p> <table border="1"> <tr> <td>EALC</td> <td>£43.00</td> </tr> <tr> <td>CALC</td> <td>£35.00</td> </tr> <tr> <td>MRS D. JACOB (SALARY)</td> <td>£341.80</td> </tr> <tr> <td>MRS D. JACOB (EXPENSES)</td> <td>£106.61</td> </tr> <tr> <td>LETCHWOOD MANAGEMENT</td> <td>£155.00</td> </tr> </table>	EALC	£43.00	CALC	£35.00	MRS D. JACOB (SALARY)	£341.80	MRS D. JACOB (EXPENSES)	£106.61	LETCHWOOD MANAGEMENT	£155.00
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12/94	ALL MEMBERS	<p>PLANNING MATTERS:</p> <p>None at present.</p>										
12/95	ALL MEMBERS	<p>JUBILEE FUND WORKING PARTY.</p> <p>The Council will place an article in the Village Reporter for suggestions on what the £500 could be spent on bearing in mind that the item should be "something that will leave a lasting Jubilee legacy in a Community or Village" as quoted from The Essex Community Foundation. This item to be put on the Agenda for September.</p>										
12/96	ALL MEMBERS	<p>ADOPT CODE OF CONDUCT.</p> <p>To Adopt the Code of Conduct for Members, Localism Act 2011.</p> <p>It is a requirement by Colchester Borough Council to adopt the Code before the 1st July 2012.</p> <p>"The code as a whole is consistent with the Nolan Principles which are set out in Appendix 1 and the provisions of S29 (1) Localism Act 2011.</p> <p>The Chairman explained the new Code of Conduct in more detail and after careful discussion it was proposed by Cllr. S. Hounslow, seconded by Cllr. H. Creswell and all agreed to adopt the new Code of Conduct. The Parish Clerk is to send an e-mail to Andrew Weavers at Colchester Borough Council to confirm this</p> <p>The Chairman advised the Council "To adopt a Standing Order under the Localism Act 2011, any Member who has a Pecuniary Interest in an agenda item must leave the room without discussion or vote on that agenda item". This item to be placed on the Agenda for September.</p>										
12/97	ALL MEMBERS	<p>TO DISCUSS AND AGREE POSSIBLE DONATION TO WAKES COLNE PARISH CHURCH.</p> <p>Due to unforeseen expenditure this year, and that this request was rather high. It was proposed by Cllr. M Bowden and seconded by Cllr S. Hounslow and all agreed that £500.00 should be given for the maintenance of the church yard.</p>										
12/98	ALL MEMBERS	<p>A VOTE TO BE TAKEN FOR THE MEETING TO BE CLOSED TO THE PUBLIC TO DISCUSS PERSONNEL ITEMS REGARDING THE CLERK.</p> <p>Cllr S. Hounslow proposed and Cllr. M Bowden seconded that the meeting should be closed to the public.</p>										
12/99	ALL MEMBERS	<p>A PROPOSAL TO DISCUSS THE MANAGEMENT OF THE CLERKS SALARY.</p> <p>The Clerk explained the value and benefits to the Council of outsourcing the management of her salary. The quoted price for this was £35.00 plus VAT per quarter. It was proposed by Cllr S. Hounslow, and seconded by Cllr. M. Bowden that the Clerks Salary should be outsourced and managed by Chartered Certified accountants.</p>										
12/100	ALL MEMBERS	<p>DATE OF NEXT MEETING</p> <p>THIS MEETING WAS CLOSED AT 8.35PM</p> <p>Next Parish Council Wednesday 12th September 2012</p>										