

**Minutes of the monthly Wakes Colne Parish Council Meeting held on
Wednesday October 3rd 2012 at 7.15 pm in the Wakes Colne Village Hall.**

In the Chair: Cllr. S. Hounslow
 Present: Cllrs: Cllr. H. Cresswell, Cllr. A. Hannington, Cllr. K. Brown, Cllr. S. Scrase
 Acting Clerk: Mr. M. Letch
 New Clerk: Mrs D. Jacob
 Also Present: One member of the public

ITEM	PRESENTER	SUBJECT
12/144	CHAIRMAN	WELCOME AND APOLOGIES FOR ABSENCE. Apologies for absence received from Cllr. M. Taylor, Cllr. Bowden
12/145	CHAIRMAN	DECLARATION OF INTERESTS. No declarations were made.
12/146	CHAIRMAN	PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST. A member of the public expressed his concerns as to what areas of land was the responsibility of the parish council to maintain and cut grass. He also noted that the cheque made payable to Chappel Parish Council for the donation for the upkeep of the play equipment was not on the schedule for payment. It was explained the cheque had already been sent to Chappel and was minuted in the September minutes under item 12/136.
12/147	CHAIRMAN	WARD AND COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT. Cllr. A. Brown sent her apologies for absence. Cllr P. Chillingworth reported that an appeal had been made in regards to planning at Meadow Green Farm. He informed that a Revenue Grant for £500.00 could be available next year to be spent in supporting the Council. A responsible dog strategy is in place and available information can be seen on the CBC website. A Locality Budget is available every year for £2,000 bids need to be firm and in by February 2013. The Chairmen stated that traffic in Station Road, and Lane Road was an on-going problem and suggested maybe a bid could be put in place regarding traffic calming measures/footpath etc. Cllr. Chillingworth to set and arrange a meeting between Cllr S. Hounslow, Cllr A. Hannington, Cllr A. Brown and the Highways Agency, to look at and discuss the problem areas within the village.
12/148	CHAIRMAN	TO CONFIRM THE MINUTES OF THE COUNCIL MEETING HELD 12TH SEPTEMBER 2012 It was proposed by Cllr. S. Hounslow and seconded by H. Cresswell that the minutes from the Parish Council meeting held on 12 th September 2012 to be approved as a correct record and were signed by the Chairman.
12/149	CLERK	CLERKS REPORT <ul style="list-style-type: none"> ➤ The problem of the overgrowth on the Colchester Road pathway and The Street has been addressed by the landowner, and letter of thanks has been sent to him. ➤ A positive e-mail has been received from Cllr Anne Brown regarding the pot-hole survey. ➤ A bolt on has been added to the contract for the Parish mobile. An extra £5.00 per month will now get unlimited land line numbers, so the new contract price each month will be in the region of £15.00. ➤ A letter has been sent to Mr Taylor as regards to who owns the land known as the Village Green. Awaiting a reply. ➤ Courses have been applied for at the EALC in regards to attending a budget and precept course and also the CiLCA Course, the CiLCA Course has been budgeted for and I have completed and sent away the application forms to apply for the Clerks Bursary . Cilca is Total 385.00. 75% has been claimed. Also cost of registration 150.00 Bursary Claim 288.57 Council to meet funds 96.25 ➤ A letter of support has been sent to Marks Tey Parish Council regarding their action group RAGE. ➤ Grass Cutting - A letter has been sent to CBC to enquire as to who is responsible for what areas in Wakes Colne.

12/150	ALL MEMBERS	PRECEPT FOR 2013 Mike Letch explained the Precept process and asked the Council to give this some thought. To be placed on the agenda for November.																		
12/151	CLERK	<p>FINANCIAL MATTERS: Resolved. Monthly Budget Statement for September was noted and The Financial Statement for September was approved. PROPOSED BY CLLR S. HOUNSLOW SECONDED BY CLLR. H. CRESSWELL AND ALL IN FAVOUR - The following cheques were approved for payment:</p> <table border="1"> <tr> <td>MRS D. JACOB SALARY FOR SEPTEMBER</td> <td>100725</td> <td>370.28</td> </tr> <tr> <td>MRS D. JACOB EXPENSES FOR SEPTEMBER</td> <td>100726</td> <td>24.69</td> </tr> <tr> <td>T-MOBILE</td> <td>DD</td> <td>86.27</td> </tr> <tr> <td>EALC (TRAINING BUDGET & PRECEPT)</td> <td>100727</td> <td>43.00</td> </tr> <tr> <td>EALC (TRAINING CHAIRMEN'S DAY)</td> <td>100728</td> <td>65.00</td> </tr> <tr> <td>EALC (TRAINING CILCA)</td> <td>100729</td> <td>385.00</td> </tr> </table> <p>2) MONTHLY BUDGET STATEMENT</p>	MRS D. JACOB SALARY FOR SEPTEMBER	100725	370.28	MRS D. JACOB EXPENSES FOR SEPTEMBER	100726	24.69	T-MOBILE	DD	86.27	EALC (TRAINING BUDGET & PRECEPT)	100727	43.00	EALC (TRAINING CHAIRMEN'S DAY)	100728	65.00	EALC (TRAINING CILCA)	100729	385.00
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12/152	ALL MEMBERS	PLANNING MATTERS: None.																		
12/153	CHAIRMAN	JUBILEE FUND WORKING PARTY During the September meeting it was agreed to apply for Jubilee funding to donate to the village hall. It is not possible for the Council to apply for this fund and then donate this money; It was proposed by Cllr.S. Hounslow, Seconded by Cllr S. Scrase and all in favour to hand over all of this information to the Chairman of the Village Hall Committee.																		
12/154	ALL MEMBERS	BROADBAND Cllr S. Scrase to take on this project – the Clerk to find relevant information for him.																		
12/155	ALL MEMBERS	CHAPPEL MILLENNIUM GREEN Cllr. M. Taylors name was mentioned that she might like to take on this project. Cllr A. Hannington also expressed his interest. The Clerk to contact Cllr. M. Taylor and this item to be placed back on the Agenda for discussion in November.																		
12/156	CHAIRMAN	LOCAL HIGHWAYS PANEL Traffic Management and improvements are required in the village and a meeting will be arranged between Highways Agency, Ward Councillor and County Councillor. Speed Watch to be placed on the Agenda for November.																		
12/157	ALL MEMBERS	TENDER FOR GRASS CUTTING 2013 - THE STRIMMER OWNED BY THE PARISH COUNCIL Cllr S. Hounslow suggested starting from scratch on this item. The Clerk to find out who is responsible for what areas. Once we have this information then the work will be sent out to Local Business for tender. It has been ascertained that Guildhall Services have no contract with Wakes Colne Parish Council, or schedule as to what areas they cut. The Strimmer which is Petrol and approx. 10 years old Cllr S. Scrase to have a look at it and see if it could be sold, in the meantime the Clerk to find out the price for someone to attend a heavy machinery training course.																		
12/158	ALL MEMBERS	ACCOUNTS 2011/2012 INTERNAL AUDIT TO BE SIGNED OFF Mike Letch reported that this work is on-going, but is not complete and cannot be signed off yet. To be put on the agenda for November.																		
12/159	ALL MEMBERS	DATE OF NEXT MEETING MEETING CLOSED AT 9.10PM WEDNESDAY 7TH NOVEMBER 2012																		