



Parish Clerk
Kevin B. Money
7 Roach Vale
Colchester
Essex CO4 3YN
Tel: 07508787869
parishclerk@wakescolne.org
www.e-voice.org.uk/wakescolne

Wakes Colne Parish Council

YOUR PARISH COUNCIL WORKING FOR YOUR PARISH

Dear Councillors

You are hereby requested to attend the forthcoming meeting of Wakes Colne Parish Council at the Village Hall on **WEDNESDAY 3rd. APRIL 2024 at 7.15pm** for the purpose of transacting the following business:

KBMoney - Kevin B. Money CiLCA Parish Clerk / RFO to the Council 28th. March 2024

FULL COUNCIL MEETING AGENDA

051/2024 Chairman's welcome

052/2024 Apologies for Absence

053/2024 Declaration of Members interests

To declare any Disclosable Pecuniary, Pecuniary or Non-Pecuniary interest relating to items on the agenda

054/2024 Co-Option

Councillors are requested to receive written applications for the office of Parish councillor and to co-opt a candidate/s to fill the existing vacancies

The candidate/s having completed a short application form and confirmed their eligibility for the position of Councillor within the statutory rules (Local Government Act 1972 s79)

055/2024 **To approve the minutes of the last meeting of Wakes Colne Parish Council**

To receive and agree the minutes of the WCPC Meeting held on 6th. March 2024

056/2024 **Public Participation Session with respect to items on the agenda and other matters that are of mutual interest (Maximum 15 minutes)**

057/2024 Ward and County Councillors report

058/2024 Planning Applications

240468 - Hemps Green Barn Mount Bures Road Wakes Colne Colchester CO6 2AP

Change of use to a dog training facility and erection of a menage cover.

Documents can be found at

<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=240468>

240594 - Lavender Cottage, Lower Green, Wakes Colne Essex CO6 2AZ

Replacement porch

Documents can be found at

<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=240594>

059/2024 **Planning Decisions made by CBC affecting Wakes Colne**

240089 – Spring Gardens Road Chappel

Outline Application with all Matters reserved except Access – **Refuse**

232839 - Loveneyes, Middle Green, Wakes Colne, Essex, CO6 2BJ

Relocation of existing barn with Planning Consent (231780) - **Approve with Conditions**

060/2024 Finance

- a) To receive the Bank balances as at 31st. March 2024
- b) To receive the comparison of Actual against Budget for 2023/2024
- c) To approve payments for April 2024 and to agree a transfer of funds to meet the Parish Council financial requirements

061/2024 s106 Funding

Colchester City Council have received financial contributions We have received Planning application PA232839 - Loveney's, Middle Green, Wakes Colne Essex CO6 2BJ and if approved can create a community contribution of £2665.68. The nearest community facility is the Chappel and Wakes Colne village hall.

062/2024 Matters arising from previous minutes

- a) **Converting .org email over to .gov.uk email and website address** – Update from the Clerk

063/2024 Bus Shelter light

Solar light outside the bus shelter: the Clerk had contacted the contractor and he is going to take a look at the SD card and hopefully get it working again. Currently awaiting an update.

064/2024 Annual Parish Assembly 2024

The date for the Wakes Colne Parish Council Annual Parish Assembly 2024 is on Wednesday 1st. May 2024 at 7.15pm followed by WCPC AGM

065/2024 To receive reports from outside bodies, training courses, representatives on village committees and Parish Council working groups

066/2024 Items for next agenda

067/2024 To confirm date and time of next meeting. Wednesday 1st. May 2024 at 7.15pm
Councillors to note 2024 meeting dates 05.06.24: 03.07.24: 04.09.24: 02.10.24: 06.11.24: 04.12.24

068/2024 Closure of the meeting

To close the meeting having considered and determined all items of business



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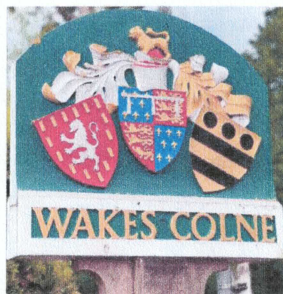
www.e-voice.org.uk/wakescolne/

YOUR PARISH COUNCIL WORKING FOR YOUR PARISH

Co-Option Application Form

Name	BARRY WALSH
Address	The Tack House, 20 Wakes Hall Park, Colchester Road, Wakes Colne, CO6 2FH.
Telephone Number	—
Mobile Number	07940 542497
E-mail address	BARRYWALSH357@ICLOUD.COM
Reasons for wishing to be a councillor; previous community/council work; any other skills you can bring to the Council, your interests and recent career history.	
<p>After leaving secondary education at the age of 15. I did a five-year engineering apprenticeship. Having realised that engineering was not for me, I became a Metropolitan Police Constable, during which time I served all over the Greater London Area. Whilst serving in the police, I was the first parent governor of my children's secondary school. As a community beat officer, I also served as the community governor for the secondary school on my beat and my local primary school. As a school governor I obtained a BTEC in School Governance. I also served a period of time as the police liaison officer for the London Borough of Havering (LBH) Youth and Communities Committee. A spinal fusion operation (which was 100% successful) necessitated my resignation from the Police Force after 22 years' service. I then went on to obtain Qualified Teacher Status as a Secondary School Design and Technology Teacher. Having taught full time for 14 years, I went on to manage a Learning Mentor Programme for 6 years in my last secondary school. As a Learning Mentor, I would often work closely with the LBH Social Services and Children's Mental Health Departments. I also spent several years as a Governor of the North East London Foundation Trust which provided an extensive range of integrated community and mental health services for the London Boroughs of Barking & Dagenham, Havering, Redbridge and Waltham Forest.</p> <p>Since retirement, I have maintained my interest in police history by becoming the editor of a newsletter and the webmaster for the Police History Society. I am also the secretary and webmaster for the Upminster & District Probus Club and club captain for a short mat bowls team.</p> <p>I will have lived in Wakes Colne for 12 months on 11th May 2024.</p>	

All candidates must also confirm their eligibility for the position of councillor within the statutory rules.



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Wakes Colne Parish Council

YOUR PARISH COUNCIL WORKING FOR YOUR PARISH

Minutes of the Parish Council Meeting held on Wednesday 6th. March 2024 at 7.15pm in Chappel & Wakes Colne Village Hall

Present: Cllrs W. Sunnucks (Chair), P. Chillingworth, T. Rowe and Kevin B. Money (Parish Clerk).
There were also 6 members of the public present

24/035 Welcome and apologies. Apologies were received from Cllr D. Laws

24/036 To appoint Mr. Kevin B. Money as Parish Clerk / RFO

Cllr W. Sunnucks proposed employing Mr. Kevin B. Money as Parish Clerk/RFO. Cllr P. Chillingworth seconded.
All Agreed. The Chairman and Clerk then signed the employment contract.

24/037 Declaration of Interest There were no declarations of interest received

24/038 Public Participation Session

The chapel alongside the AWA Water Tower is suffering flooding following excessive rainfall. AWA is declining responsibility as the ditch is blocked. The burial ground is flooded and is an insult to the people who are buried at the Chapel. It is thought that the pipe was either broken or blocked when AWA widened the access way to their property. Trees are propagating in the ditch which also causes a water to be stagnant in the ditch and not flowing away

ECC has been in contact with AWA.

A discussion took place on the "Call for sites" submissions which had caused some concerns. It was noted that all sites would be assessed by officers, and that their recommendations would be subject to consultation.

A resident thanked the Parish Council for the grant for new garden at the station

24/039 Ward and County Councillors reports

No reports were given

24/040 To approve the minutes of the last meeting of Wakes Colne Parish Council

To receive and agree the minutes of the WCPC meeting held on 7th. February 2024. **All Agreed**

24/041 Planning Matters

Item 1 Updates - Planning Appeal

222586 – Land North of Wakes Hall Business Centre Colchester Road Wakes Colne. Appeal – Dismissed

New Planning Application

240304 – Springfield Station Road Wakes Colne CO6 2DS

Removal/Variation of a condition – Application to vary condition 1 (drawings) of planning permission 231702

RESOLVED: Wakes Colne Parish Council has considered this application and wish to make the following comments.

1. Although the principle of providing accommodation for a relative in a separate annex is accepted, if the application is given permission, a condition tying the occupancy to the main residence is necessary.
2. The proposed dwelling would overlook the rear gardens of properties in Station Road. The Parish Council requests that the planning authority ensures the proposals comply with the Essex Design Guide and any other relevant planning guidance with regards to the fenestration and Juliet balcony. It is suggested this would be better achieved by removing the glazed side panels.
3. The question of overlooking will be influenced by boundary fencing and planting. The existing features do not provide adequate screening to ensure neighbours' privacy. It is requested that the applicant should provide

further information to the Planning Department so it is possible to decide whether overlooking can be eliminated throughout the year.

4. It is noted that the proposal changes the agreed parking provision agreed in previous permissions. It is requested that this provision is reviewed to ensure compliance with parking standards.

5. It is noted that previous permissions required drainage works and it is not clear whether this has been completed.

6. The Parish Council ask that neighbours comments are given full consideration.

24/042 Budget 2024/2025

Cllr W. Sunnucks proposed accepting the 2024/2025 balanced budget of £15675. Cllr P. Chillingworth seconded.
All Agreed

24/043 s106 Funding

The money be placed aside for a possible new VAS sign at Station Road. **All Agreed**

Cllr W. Sunnucks proposed deferring this item to another meeting for further information. All Agreed

24/044 Matters arising from Previous minutes

Defer this item to another meeting

24/045 Bus Shelter light

Cllr W. Sunnucks proposed deferring this item to another meeting for further information. All Agreed

24/046 Annual Parish Assembly 2024

APM to be held on 1st. May 2024 at 7.15pm

24/047 Financial Matters

A settlement has been reached with the previous Clerk and a payment has been made

24/048 To receive reports from outside bodies

No reports were given

24/049 Items for next agenda

Co-Option: Internet Banking: Moving PC meetings to bi-monthly

24/050 Date of next meeting – Wednesday 3rd. April 2024 at 7.15pm in the village hall

The Chairman then closed the meeting at 8.20pm and thanked everyone for attending

Signed

3rd. April 2024

**Willam Sunnucks
Chairman**

Bank Reconciliation as at 31st March 2024
Wakes Colne Parish Council

Financial Year ending 31 March 2024

Prepared by

Opening Bank Balances as at 1st April 2023

Current (net of un-presented cheques)	4,185.10	
Deposit at Barclays	<u>15,890.00</u>	20,075.10

Petty cash float (if applicable)

N/A

Add total Receipts during year	16,767.87	
Less total Payments during year	27,471.60	

Closing Balances as at 31st March 2024

9,371.37

Represented by:

Current Account	-	2,293.97
Plus prepayments/ late cash receipts	-	
LESS un-presented cheques	-	-

Net balance of current account	2,293.97	
Deposit A/c at Barclays	<u>7,077.40</u>	<u>9,371.37</u>

TOTAL NET FUNDS HELD at 31st March 2024

9,371.37

Chairperson Date.....

Responsible Financial Officer Date.....



Transactions

Business Premium ME

20-22-67 30813877

Available balance	£7,077.40
Last night's balance	£7,077.40
Overdraft limit	n/a

Showing 1 transaction between 04/03/2024 and 04/03/2024 from 01/03/2024 to 31/03/2024

Date	Description	Money in	Money out	Balance
04/03/2024	Credit Payment INTEREST PAID GROSS FOR PERIOD 4DEC/ 3MAR	✓ £56.01		£7,077.40

Need to view older transactions?

If you have registered for online statements, then follow the link to view them
 If you don't have online statements, then statements may still be visible in Barclays Cloud It
 If you can't find the relevant statement/transactions online, you can order a copy statement

Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register number: 759676). Barclays Bank UK PLC adheres to The Standards of Lending Practice which is monitored and enforced by The Lending Standards Board. Further details can be found at www.lendingstandardsboard.org.uk.

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Transactions

I 16707.87
E 27471.60

COMMUNITY

20-22-67 60924164

Available balance	£2,293.97
Last night's balance	£2,293.97
Overdraft limit	£0.00

Showing 9 transactions between 05/03/2024 and 19/03/2024 from 01/03/2024 to 31/03/2024

Date	Description	Money in	Money out	Balance
19/03/2024	Cheque 101601 101601		✓ -£180.00	£2,293.97
19/03/2024	Direct Debit EE LIMITED Q07334227503623915 DD R		✓ -£21.26	£2,473.97
15/03/2024	Direct Debit A & J LIGHTING WA1000 DDR		✓ -£55.66	£2,495.23
07/03/2024	Cheque 101600 101600		✓ -£600.00	£2,550.89
06/03/2024	Cheque 101595 101595		✓ -£211.21	£3,150.89
05/03/2024	Cheque 101596 101596		✓ -£6,400.54	£3,362.10
05/03/2024	Cheque 101597 101597		✓ -£989.93	£9,762.64
05/03/2024	Cheque 101598 101598		✓ -£331.81	£10,752.57
05/03/2024	Cheque 101599 101599		✓ -£95.64	£11,084.38

WCPC FINANCE APRIL 2024						
Income:						
Expenditure						
Chq No.	Inv. No.	Payee	Cost	VAT	Total	WCPC Ref. No.
101603		Diane Jacobs - Clerk expenses	£ 32.83	£ -	£ 32.83	1
101604		Kevin B. Money - Mar & April salary	£ 707.80	£ -	£ 707.80	2
TOTAL:			£ 740.63	£ -	£ 740.63	

Wakes Colne & Chappel Parochial Church Council

Treasurer – Richard C. Bareham

14 Hawlmark End
Marks Tey, Colchester
Essex CO6 1NF
Telephone 01206 210799
Mobile 07977 111817
Email: wccpctreasurer@gmail.com

Rector – Revd Ian Scott-Thompson

The Rectory, Church Lane
Marks Tey, Colchester
Essex CO6 1LW
Telephone 01206 215772
Email: ian.scott.thompson@gmail.com

28th March 2024

Members of The Wakes Colne Parish Council

parishclerk@wakescolne.org

Dear Members of The Wakes Colne Parish Council,

We are struggling to maintain the Wakes Colne Churchyard in a manner which is expected. Please may we request that you consider at your next meeting, that you reinstate the grant which you used to generously give us for this purpose.

Our costs for grass maintenance and hedging are estimated at £1,290 for this year.

We are a small congregation and we provide services once a month. We are open to all Wakes Colne parishioners if they require to be baptised, married or have a funeral.

We look forward to hearing from you.

Yours sincerely,
Nigel Impey
Church Warden

Richard Bareham
Treasurer

Have a look at bottom of p55: <https://www.nalc.gov.uk/library/our-work/jpag/3698-practitioners-guide-2022/file>

The importance of secure email systems and [GOV.UK](#)

5.204. All authorities except Parish meetings must now have an official website. To comply with GDPR, councils should provide official email accounts for their councillors as well as for their Clerk and other officers.

5.205. When choosing a domain name for the council's website and emails, many local council websites are appropriately making use of the official [GOV.UK](#) domain (for example, [ourparishcouncil.gov.uk](#)), with email addresses being linked to that domain.

5.206. Using a [GOV.UK](#) domain for your council website and email accounts demonstrates the council's official local government status. Members of the public are increasingly cyber security aware, so a [GOV.UK](#) domain can also help to build trust, credibility and visibly demonstrates authenticity. Many people will now reasonably expect a local council to have a [GOV.UK](#) domain name.

5.207. For the purposes of user management, councils should ensure that the Proper Officer can add and remove member and staff email accounts. Commercial 'dashboard' email and web systems offer centralised searching of all data contained within the system for effective compliance with GDPR Subject Access Requests and Freedom of Information Requests.

FYI a new version of the Practitioner's Guide is coming out soon which strengthens these recommendations further.





Tax Date	Estimate
13/03/2024	19733

Invoice To
Parish Council Move to .gov.uk Domain

Delivery To

Order Number	Call Ref Number	Payment Due Within	Account Ref		
		14 Days	ALB003		

Quantity	Service Details	Unit Price	Net Amount	VAT Amount
1.00	Domain Registration gov.uk 2 Years	119.0000	119.00	23.80
0.00	-pc.gov.uk	0.0000	0.00	0.00
1.00	10 POP3 Mail Box Includes Virus & Spam Scanning (12	42.0000	42.00	8.40
0.00	50gb storage per mail box Yearly	0.0000	0.00	0.00
1.00	One Off Migration 11 email Accounts Form gmail	60.0000	60.00	12.00
1.00	Website Development Migration on WordPress Site	120.0000	120.00	24.00
1.00	Standard Web Site Hosting Package (12 Months)	60.0000	60.00	12.00
0.00	-pc.gov.uk	0.0000	0.00	0.00
0.00	Central Government Discount! Please Remove £100 +vat	0.0000	0.00	0.00
0.00	From Our Costing	0.0000	0.00	0.00

Estimates Are Only Valid Till 4pm Friday	Total Net Amount	401.00
	Total VAT Amount	80.20
	Carriage	0.00
	Invoice Total	481.20
Registered Office 5 Brook Drive Whitefield Manchester M45 8FR UK Tel: +44 (0) 161 796 5272 Fax +44 (0) 161 796 5274 Company No: 322 4544 Vat No: GB 685 9161 88 E: ebilling@macintoshelectronics.com www.macintoshelectronics.com		Please Make All Cheques Payable To Macintosh Electronics Ltd

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