



Parish Clerk
Kevin B. Money
7 Roach Vale
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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 5th. JUNE 2024 at 7.15pm** for the purpose of transacting the following business:

KBMoney - Kevin B. Money CiLCA Parish Clerk / RFO to the Council 30th. May 2024

FULL COUNCIL MEETING AGENDA

090/2024 Chairman's welcome

091/2024 Apologies for Absence

092/2024 Declaration of Members interests

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

093/2024 To approve the minutes of the last meeting of Wakes Colne Parish Council

To receive and agree the minutes of the WCPC Meetings held on 1st. May 2024

094/2024 Call for sites – update from Cllr W. Sunnucks. Councillors to discuss the following points

1. Clearing vegetation from the footpath along the A1124
2. Repairing potholes along the A1124 (properly)
3. Creating a footpath along station road so the shop, the station and the village hall can all be safely accessed on foot (difficult in practice, but not impossible)
4. Traffic calming measures on station road.
5. The village description
6. The possible meeting with officers

095/2024 Winter salt bags for 2024/2025

096/2024 Planning Applications

097/2024 Planning Decisions made by CCC affecting Wakes Colne

240594 - Lavender Cottage, Lower Green, Wakes Colne, Essex, CO6 2AZ
Replacement porch. **Approve Conditional**

098/2024 Finance

- a) To receive the Bank balances as at 31st. May 2024
- b) To receive the comparison of Actual against Budget for 2024/2025
- c) To approve payments for June 2024 and to agree a transfer of funds to meet the Parish Council financial requirements
- d) Update on Internet Banking with Unity Trust Bank

099/2024 Update on converting emails to .gov.uk

100/2024 Garden at Lower Green – Cllr P. Chillingworth

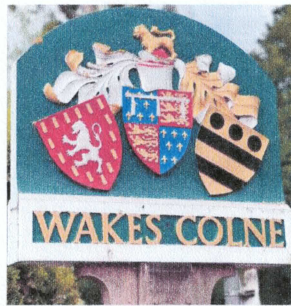
101/2024 To receive reports from outside bodies, training courses, representatives on village committees and Parish Council working groups

102/2024 Items for next agenda

103/2024 To confirm date and time of next meeting. Wednesday 3rd. July 2024 at 7.15pm
Councillors to note 2024 meeting dates 04.09.24: 02.10.24: 06.11.24: 04.12.24

104/2024 Closure of the meeting

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



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Minutes of the Parish Council Meeting held on Wednesday 1st. May 2024 immediately after the Annual Parish Assembly in Chappel & Wakes Colne Village Hall

Present: Cllrs W. Sunnucks (Chair), P. Chillingworth, D. Laws, B. Walsh and Kevin B. Money (Parish Clerk). There were also 2 members of the public present.

076/2024 Chairman's welcome. The Chairman welcomed everyone to the meeting

077/2024 Apologies for Absence were received from Cllr T. Rowe

078/2024 Declaration of Members interests

To declare any Disclosable Pecuniary, Pecuniary or Non-Pecuniary interest relating to items on the agenda
None Declared

079/2024 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). There were no candidates for co-option

080/2024 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 3rd. April 2024. **All Agreed**

081/2024 Planning Applications. No planning applications have been submitted

082/2024 Planning Decisions made by CCC affecting Wakes Colne

240304 - Springfield, Station Road, Wakes Colne, Colchester, CO6 2DS

Erection of cartlodge to include annex accommodation in association

The decision made is: **Approve with Conditions**

240455 - Bazaros, Middle Green, Wakes Colne, Colchester, CO6 2BN

Change of use of agricultural land to equestrian use and construction. **Approve with Conditions**

083/2024 Finance

a) To receive the Bank balances as at 30th. April 2024

Councillors noted the Bank balances as at 30th. April 2024

b) To receive the comparison of Actual against Budget for 2024/2025

Councillors noted the comparison of Actual against Budget for 2024/2025

c) To approve payments for May 2024 and to agree a transfer of funds to meet the Parish Council financial Requirements. **All Agreed**

d) Update on Internet Banking with Unity Trust Bank

Councillors signed the Unity Trust Bank Submission form and Cllr W. Sunnucks provided his "proof of ID".

084/2024 2023/2024 Annual Return

1) To Receive the Internal Auditors report for 2023/2024

Councillors noted the Internal Auditors report for 2023/2024

2) To Receive and, if agreed, sign Section 1 - Annual Governance Statement of AGAR 2023/2024

Cllr W. Sunnucks proposed accepting and signing Section 1 - Annual Governance Statement of AGAR 2023/2024. Cllr B. Walsh seconded. **All Agreed**

The Chairman and Clerk signed Section 1 - Annual Governance Statement of AGAR 2023/2024

3) To Receive and, if agreed, sign Section 2 - Accounting Statement of AGAR 2023/2024

Cllr W. Sunnucks proposed accepting and signing Section 2 - Accounting Statement of AGAR 2023/2024

Cllr P. Chillingworth seconded. **All Agreed**

The Chairman and RFO signed Section 2 - Accounting Statement of AGAR 2023/2024

085/2024 Update on converting emails to .gov.uk

Cllr P. Chillingworth proposed converting the emails across to .gov.uk. Cllr B. Walsh seconded. **All Agreed**

086/2024 To receive reports from outside bodies, training courses, representatives on village committees and Parish Council working groups. Nothing reported

087/2024 Items for next agenda

Report on Garden Lower Green – Cllr P. Chillingworth

088/2024 To confirm date and time of next meeting. Wednesday 5th. June 2024 at 7.15pm

Councillors to note 2024 meeting dates 03.07.24: 04.09.24: 02.10.24: 06.11.24: 04.12.24

089/2024 Closure of the meeting

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

The Chairman then closed the meeting at 9.15pm and thanked everyone for attending

Signed

5th. June 2024

**Willam Sunnucks
Chairman**

BANK RECONCILIATION		
Financial year ending 31.03.25		
Bank Balance as at	30.04.24	31.05.24
Barclays Bank - Current a/c	£ 16,445.18	£ 15,525.03
Barclays Bank - Bus. Saving a/c	£ -	£ -
Barclays Bank - Bus. Saving a/c	£ -	£ -
Total:	£ 16,445.18	£ 15,525.03
Less Unpresented cheques		£ 540.00
Total of unpresented cheques	£ -	£ 540.00
Net Bank Balances as at	£ 16,445.18	£ 14,985.03
CASH BOOK		
Balance as at 01.04.24	£ 9,371.37	£ 9,371.37
Plus Receipts	£ 7,837.00	£ 7,837.00
Total	£ 17,208.37	£ 17,208.37
Less Payments	£ 763.19	£ 2,223.34
Grand Total	£ 16,445.18	£ 14,985.03
Difference	-£ 0.00	-£ 0.00
Bank Balance as at		
Barclays Bank - Current a/c		
Barclays Bank - Bus. Saving a/c		
Barclays Bank - Bus. Saving a/c		
Total:		
Less Unpresented cheques		
Total of unpresented cheques		
Net Bank Balances as at		
CASH BOOK		
Balance as at 01.04.24		
Plus Receipts		
Total		
Less Payments		
Grand Total		
Difference		
Bank Balance as at		
Barclays Bank - Current a/c		
Barclays Bank - Bus. Saving a/c		
Barclays Bank - Bus. Saving a/c		
Total:		
Less Unpresented cheques		
Total of unpresented cheques		
Net Bank Balances as at		
CASH BOOK		
Balance as at 01.04.24		
Plus Receipts		
Total		
Less Payments		
Grand Total		
Difference		

WCPC ACTUAL AGAINST BUDGET REPORT 2024/2025				
		Agreed 2024/25	Total Income / spend to June '24	Left in Budget as at June '24
Income	Precept	14915	£ 7,457.50	
	Other Income / Grant	759	£ 379.50	
	Bank Interest	0	£ 10.18	
	VAT Refund	0	£ -	
	TOTAL	15674	£ 7,847.18	
Exp.				
	Salary	3900	£ 1,472.80	£ 2,427.20
	Office Expenses	250	£ 166.49	£ 83.51
	Insurance	578	£ 417.59	£ 160.41
	Audit Fees	125	£ 136.70	-£ 11.70
	Village Hall Hire	250	£ 96.00	£ 154.00
	Fees & Subscription	465	£ 226.79	£ 238.21
	Training	525	£ -	£ 525.00
	Defibrillator	400	£ -	£ 400.00
	Parish Election	0	£ -	£ -
	Parish Open Spaces & Verges	480	£ 115.00	£ 365.00
	Fotpaths	270	£ -	£ 270.00
	Street Lighting	575	£ 69.19	£ 505.81
	Projects - Station Road	2000	£ -	£ 2,000.00
	Donations / Grants	1000	£ 500.00	£ 500.00
	Asset Maintenance, VAS book exchange, Contingencies	2580	£ -	£ 2,580.00
	Planters maintenance	500	£ -	£ 500.00
	Oral History Memories Project	1777	£ -	£ 1,777.00
	Legal cost	0	£ 450.00	-£ 450.00
	TOTAL	15675	£ 3,650.56	£ 12,024.44
	Outstanding VAT Claim		£ 143.57	
	Total Expenditure		£ 3,794.13	

WCPC FINANCE JUNE 2024						
Income:						
Expenditure						
Chq No.	Inv. No.	Payee	Cost	VAT	Total	WCPC Ref. No.
101611		Kevin B. Money salary	£ 610.00	£ -	£ 610.00	9
DD	May '24	EE - Mobile phone	£ 18.80	£ 3.76	£ 22.56	10
101612	Mar/Apr/May	Wakes Colne VH - meeting costs	£ 96.00	£ -	£ 96.00	11
101613	17530	EALC - 2024/25 subscription	£ 191.79	£ -	£ 191.79	12
101614	1538	JPB Landscapes - grass cutting	£ 50.00	£ 10.00	£ 60.00	13
101615	1556	JPB Landscapes - grass cutting	£ 65.00	£ 13.00	£ 78.00	14
101616	Donation	Chappel PC Grant	£ 500.00	£ -	£ 500.00	15
DD		ICO - subscription	£ 35.00	£ -	£ 35.00	16
TOTAL:			£ 1,531.59	£ 26.76	£ 1,558.35	
		Denotes already paid				