



Parish Clerk  
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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 **THURSDAY 25<sup>th</sup>. JULY 2024 at 7.15pm**

for the purpose of transacting the following business:

*KBMoney* - Kevin B. Money CiLCA Parish Clerk / RFO to the Council 18<sup>th</sup>. July 2024

## **FULL COUNCIL MEETING AGENDA**

**105/2024 Apologies for Absence**

**106/2024 Declaration of Members interests**

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

**107/2024 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 5<sup>th</sup>. June 2024

**108/2024 Public Participation Session**

A maximum of 15 minutes shall be allowed for public question time, and it is requested each member of the public speak for a maximum of 3 minutes.

**109/2024 Update on Station Road Action Group / traffic issues – Cllr W. Sunnucks**

**110/2024 Call for sites – update from Cllr W. Sunnucks and Cllr P. Chillingworth**

**111/2024 Defibrillator – update on supplies**

**112/2024 Planning Applications**

**241437 - Wakes Hall Business Centre, Colchester Road, Wakes Colne Essex CO6 2DY**

Erect new business units (Class B2, B8 and E) and associated parking. Revision to permission 191070.

Documents can be found at

<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=241437>

**113/2024 Planning Decisions made by CCC affecting Wakes Colne**

**114/2024 Finance**

- a) To receive the Bank balances as at 30<sup>th</sup>. June 2024
- b) To receive the comparison of Actual against Budget for 2024/2025
- c) To approve payments for July and August 2024 and to agree a transfer of funds to meet the Parish Council financial requirements
- d) Update on Internet Banking with Unity Trust Bank
- e) Grant applications – update on any applications received

**115/2024 To receive reports from outside bodies, training courses, representatives on village committees and Parish Council working groups**

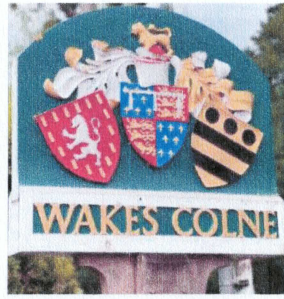
**116/2024 Items for next agenda**

**117/2024** To confirm date and time of next meeting. **Wednesday 4<sup>th</sup>. September 2024 at 7.15pm**  
**Councillors to note 2024 meeting dates 02.10.24: 06.11.24: 04.12.24**

**118/2024** Closure of the meeting

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





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# Wakes Colne Parish Council

## YOUR PARISH COUNCIL WORKING FOR YOUR PARISH

### Minutes of the Parish Council Meeting held on Wednesday 5<sup>th</sup>. June 2024 at 7.15pm in Chappel & Wakes Colne Village Hall

Present: Cllrs W. Sunnucks (Chair), P. Chillingworth, B. Walsh and Kevin B. Money (Parish Clerk).  
There were also 20 members of the public present.

**090/2024 Chairman's welcome.** The Chairman welcomed everyone to the meeting and asked for a minute's silence in memory of the local resident who lost her life due to a road traffic accident. The Chairman asked for any resident to speak. Residents voiced their concerns over the traffic numbers along Station Road. The road is not wide enough for the vehicles and pedestrians using the roadway. Nothing has been done to rectify this problem. More pedestrians with children using Station Road than ever before. Many thousands of pounds have been spent on speed surveys. Numerous attempts to have a footpath and traffic calming schemes. This accident was inevitable and residents mentioned numerous times that it has taken a death to bring this to the fore again. The road needs widening or to be made one-way. A resident suggested parking residents' cars in the road to act to try and slow the traffic down. Also, having planters placed in the road as a traffic calming effect. The Clerk to ask Essex Police for their report. Can a consensus be resurrected to have a footpath on a long-term basis to be explored? A solution in the short-term is desperately needed. Cllr W. Sunnucks informed the meeting that ECC Cllr L. Barber to attend this meeting tonight. Cllr L. Barber stated he will try and make the meeting. A resident said that a solution will not be found as traffic conditions change. Cllr W. Sunnucks asked for volunteers to organise a local group to stop the speeding.

Ask Highways if they have a solution to avoid any further accidents / fatalities.

Cllr W. Sunnucks suggested getting the local MP B. Jenkin and ECC Cllr L. Barber involved to put pressure on Essex Highways to deal with the issue in Station Road. A press interview is happening at tomorrow's residents' home. ECC Cllr T. Cunningham to be invited to the next WCPC meeting.

A further update from ECC Cllr L. Barber states that the last position of Station Road as he understands it is that we have an outstanding application for a variable 30/20mph. Most options have been explored before with a variety of reasons for not being progressed. For example, I understand the footpath did not go ahead as not all households were prepared to lose a strip of their garden for it. The chicanes I believe had objections due to reducing the width to a level that was too narrow, or would prohibit permissible traffic (along those lines, I'll dig out more information).

It is a complex site but some of the more straightforward proposals I have made ie moving the 40 mph back or 20 mph have not been so supported by Highways, which is frustrating. Once I hear from Tom C or the police commissioner I will let you know. I'm not sure whether they will be able to do site visits during the pre-election period by the way, nor before police investigations have concluded- I'm sure they'll be able to confirm when queried

**091/2024 Apologies for Absence** No apologies were received

**092/2024 Declaration of Members interests**

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

**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 1<sup>st</sup>. May 2024. **All Agreed**



**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). This was discussed at item 090/2024
4. Traffic calming measures on Station Road. This was discussed at item 090/2024
5. The village description. A description of the village has been produced. WCPC needs to communicate with Chappel to make sure that both Parish Councils to work together.
6. The possible meeting with officers. CCC will only allow 4 Councillors to attend the meeting.

**095/2024 Winter salt bags for 2024/2025**

Councillors decided not to participate in this years Winter Salt Bag scheme.

**096/2024 Planning Applications.** No applications have been submitted

**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 31<sup>st</sup>. May 2024

Councillors noted the Bank balances as at 31<sup>st</sup>. May 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 June 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

The Clerk informed the meeting that Internet Banking with Unity Trust Bank is still at the application stage. The clerk has chased UTB for an update on when the account will be opened

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

The new emails for Councillors and the Clerk are already to set up. The Clerk to circulate to Councillors the log in instructions and temporary passwords.

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

A resident at Lower Green complaining about an overhanging hedge. It is a substantial hedge which has been regularly pruned.

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

Cllr P. Chillingworth is undertaking to compile a list of volunteers to help around the village. When is the next CCC LHP.

CALC inform of new Clerk

Contact Essex Ambulance Service to return the defibrillator

**102/2024 Items for next agenda**

Volunteers for Station Road

**103/2024 To confirm date and time of next meeting. THURSDAY 25<sup>th</sup>. 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

The Chairman then closed the meeting at 9.40pm and thanked everyone for attending

Signed

25<sup>th</sup>. July 2024

**William Sunnucks  
Chairman**



**From:** Denise Stocker <denise.stocker@woodbre.co.uk>  
**Sent:** 06 July 2024 14:49  
**To:** clerk@wakescolne-pc.gov.uk; Barry Walsh; William Sunnucks; Peter Chillingworth  
**Cc:** Helen Wasteneys; Thomas.Rowe@colchester.gov.uk; Cllr Darius Laws  
**Subject:** Re: URGENT Defibrillator - DS response

Further to our discussion at the WCPC meeting held on the 5<sup>th</sup> June.

The defibrillator is stored at the box by the post-office.  
It has no code, so it is easily accessible by all.

It was used on the 4<sup>th</sup> May and I reported on the 5<sup>th</sup> May at the meeting, that it had been taken away by the medics in attendance. The Parish Clerk advised that this is normal practice and that the usual process is that our unit would be checked and returned by the emergency services at some point.

It seems that it has been returned without pads, or perhaps it had pads, and they have been used again since.

The WCPC do have a responsibility to regularly check that this piece of equipment is working and fit for purpose e.g. battery and pads.

At the meeting, I volunteered to take on the role of checking the unit and reporting back on a monthly basis if there was no one else willing to do this task.  
My doing this was and still is, subject to WCPC agreement and to receiving information about the unit and the instructions for checking etc.

It looks like there are few things

- a) please confirm if you wish me to take this task on or if you have someone else
- b) The WEL / defibrillator file and instructions need to be retrieved from the cabinet in the small meeting room
- c) it sounds as if new pads need to be ordered

I hope this helps

Regards  
Denise

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**From:** Helen Wasteneys <wasteneys@btinternet.com>  
**Date:** Saturday, 6 July 2024 at 13:38  
**To:** clerk@wakescolne-pc.gov.uk <clerk@wakescolne-pc.gov.uk>  
**Cc:** Denise Stocker <denise.stocker@woodbre.co.uk>, Barry Walsh <cllrwalsh@wakescolne-pc.gov.uk>, Cllr Darius Laws <Darius.Laws@colchester.gov.uk>, Cllr Thomas Rowe <Thomas.Rowe@colchester.gov.uk>, Peter Chillingworth <chillingworthpeter23@gmail.com>, William Sunnucks <william@sunnucks.co.uk>  
**Subject:** Re: URGENT Defibrillator

Dear All  
There is no code, it just opens!  
Regards,  
Helen



<b>BANK RECONCILIATION</b>			
Financial year ending 31.03.25			
Bank Balance as at	<b>30.04.24</b>	<b>31.05.24</b>	<b>30.06.24</b>
Barclays Bank - Current a/c	£ 16,445.18	£ 15,525.03	£ 477.44
Unity Trust Bank - Current a/c	£ -	£ -	£ 14,082.76
Unity Trust Bank - Reserve a/c	£ -	£ -	£ -
<b>Total:</b>	<b>£ 16,445.18</b>	<b>£ 15,525.03</b>	<b>£ 14,560.20</b>
Less Unpresented cheques		£ 540.00	£ 138.00
Total of unpresented cheques	£ -	£ 540.00	£ 138.00
<b>Net Bank Balances as at</b>	<b>£ 16,445.18</b>	<b>£ 14,985.03</b>	<b>£ 14,422.20</b>
<b>CASH BOOK</b>			
Balance as at 01.04.24	£ 9,371.37	£ 9,371.37	£ 9,371.37
Plus Receipts	£ 7,837.00	£ 7,837.00	£ 7,847.18
<b>Total</b>	<b>£ 17,208.37</b>	<b>£ 17,208.37</b>	<b>£ 17,218.55</b>
Less Payments	£ 763.19	£ 2,223.34	£ 2,796.35
<b>Grand Total</b>	<b>£ 16,445.18</b>	<b>£ 14,985.03</b>	<b>£ 14,422.20</b>
Difference	-£ 0.00	-£ 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			
<b>Total:</b>			
Less Unpresented cheques			
Total of unpresented cheques			
<b>Net Bank Balances as at</b>			
<b>CASH BOOK</b>			
Balance as at 01.04.24			
Plus Receipts			
<b>Total</b>			
Less Payments			
<b>Grand Total</b>			
Difference			
Bank Balance as at			
Barclays Bank - Current a/c			
Barclays Bank - Bus. Saving a/c			
Barclays Bank - Bus. Saving a/c			
<b>Total:</b>			
Less Unpresented cheques			
Total of unpresented cheques			
<b>Net Bank Balances as at</b>			
<b>CASH BOOK</b>			
Balance as at 01.04.24			
Plus Receipts			
<b>Total</b>			
Less Payments			
<b>Grand Total</b>			
Difference			



**WCPC ACTUAL AGAINST BUDGET REPORT 2024/2025**

		<b>Agreed 2024/25</b>	<b>Total Income / spend to July '24</b>	<b>Left in Budget as at July '24</b>
<b>Income</b>	Precept	14915	£ 7,457.50	
	Other Income / Grant	759	£ 379.50	
	Bank Interest	0	£ 10.18	
	VAT Refund	0	£ -	
	<b>TOTAL</b>	<b>15674</b>	<b>£ 7,847.18</b>	
<b>Exp.</b>				
	Salary	3900	£ 2,180.60	£ 1,719.40
	Office Expenses	250	£ 218.84	£ 31.16
	Insurance	578	£ 417.59	£ 160.41
	Audit Fees	125	£ 136.70	<b>-£ 11.70</b>
	Village Hall Hire	250	£ 146.00	£ 104.00
	Fees & Subscription	465	£ 226.79	£ 238.21
	Training	525	£ -	£ 525.00
	Defibrillator	400	£ -	£ 400.00
	Parish Election	0	£ -	£ -
	Parish Open Spaces & Verges	480	£ 215.00	£ 265.00
	Footpaths	270	£ -	£ 270.00
	Street Lighting	575	£ 115.57	£ 459.43
	Projects - Station Road	2000	£ -	£ 2,000.00
	Donations / Grants	1000	£ 1,996.88	-£ 996.88
	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	£ -	£ -
	<b>TOTAL</b>	<b>15675</b>	<b>£ 5,653.97</b>	<b>£ 10,021.03</b>
	<b><u>Outstanding VAT Claim</u></b>		<b>£ 90.37</b>	
	<b><u>Total Expenditure</u></b>		<b>£ 5,744.34</b>	



<b>WCPC FINANCE JULY 2024</b>						
<b>Income:</b>						
<b>Chq No.</b>	<b>Inv. No.</b>	<b>Expenditure</b>				<b>WCPC Ref. No.</b>
		<b>Payee</b>	<b>Cost</b>	<b>VAT</b>	<b>Total</b>	
BACS		Kevin B. Money salary	£ 707.80	£ -	£ 707.80	17
BACS	1575	JPB Landscapes - grass cutting	£ 50.00	£ 10.00	£ 60.00	18
BACS		Kevin B. Money - Stamps	£ 6.80	£ -	£ 6.80	19
BACS	Donation	Wakes Colne Village Hall	£ 1,496.88	£ -	£ 1,496.88	20
BACS	Donation	Chappel PC Grant	£ 500.00	£ -	£ 500.00	21
BACS		CWCVilage hall - March '24	£ 32.00	£ -	£ 32.00	22
BACS		CWCVilage hall - April '24	£ 32.00	£ -	£ 32.00	23
BACS		CWCVilage hall - May '24	£ 32.00	£ -	£ 32.00	24
BACS		CWCVilage hall - June '24	£ 32.00	£ -	£ 32.00	25
BACS		D. Stocker Village Hall 27.06.24	£ 18.00	£ -	£ 18.00	26
BACS		Kevin B. Money - Postage	£ 7.95	£ -	£ 7.95	27
DD		EE - mobile phone	£ 18.80	£ 3.76	£ 22.56	28
<b>TOTAL:</b>			<b>£ 2,934.23</b>	<b>£ 10.00</b>	<b>£ 2,925.43</b>	
		Denotes already paid				