



Parish Clerk
Kevin B. Money
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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 4th. SEPTEMBER 2024 at 7.15pm** for the purpose of transacting the following business:

KBMoney - Kevin B. Money CiLCA Parish Clerk / RFO to the Council 29th. August 2024

FULL COUNCIL MEETING AGENDA

119/2024 Apologies for Absence

120/2024 Declaration of Members interests

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

121/2024 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 25th. July 2024

122/2024 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.

- Update on Bus Shelter at Wakes Colne Park on the A1124 at the Earls Colne-bound route from ECC Cllr L. Barber

123/2024 Councillor vacancies – Update from the Clerk

124/2024 Update on Station Road Action Group / traffic issues – Cllr W. Sunnucks

125/2024 Call for sites – update from Cllr W. Sunnucks and Cllr P. Chillingworth

126/2024 Defibrillator – update on supplies

127/2024 Planning Applications

241543 - Hushwing Farm, Mount Bures Road, Wakes Colne Colchester CO6 2AP

Application for variation of condition 2 following grant of planning permission 222261

Documents can be found at

<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=241543>

241449 - Ivy Green Farm, Middle Green, Wakes Colne Colchester CO6 2BJ

Notification for prior approval for a proposed single storey rear extension extending 6 metres beyond the rear wall of the original dwelling, with a maximum height of 3.4 metres, and eaves height of 2.625 metres.

Documents can be found at

<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=241449>

241604 - 4-5 Wakes Hall Park, Manor House, Colchester Road, Wakes Colne Essex CO6 2FH

Convert the existing lounge into kitchen. The existing kitchen will be a boot room. There will be no alterations to the size or dimensions of either room or any damage to the fabric of the building.

Documents can be found at

<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=241604>

241609 - Loveney's, Middle Green, Wakes Colne Essex CO6 2BJ

Application for variation of condition 2 following grant of planning permission 232839

Documents can be found at

<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=241609>

128/2024 **Planning Decisions made by CCC affecting Wakes Colne**

129/2024 **Finance**

- a) To receive the Bank balances as at 31st. August 2024
- b) To receive the comparison of Actual against Budget for 2024/2025
- c) To approve payments for September 2024 and to agree a transfer of funds to meet the Parish Council financial requirements
- d) Grant applications – update on any applications received

130/2024 **Budget 2025/2026. Councillors to discuss draft budget**

131/2024 **To receive reports from outside bodies, training courses, representatives on village committees and Parish Council working groups**

132/2024 **Items for next agenda**

133/2024 **To confirm date and time of next meeting. Wednesday 2nd. October 2024 at 7.15pm**
Councillors to note 2024 meeting dates 06.11.24: 04.12.24

134/2024 **Councillors to agree the 2025 meeting dates**

05.02.25: 05.03.25: 02.04.25: 07.05.25: 04.06.25: 02.07.25: 03.09.25: 01.10.25: 05.11.25: 03.12.25

135/2024 **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 25th. July 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 was also 1 member of the public present.

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
None declared

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 5th. June 2024. **All Agreed**

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.

No questions were asked

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

Communications has been extensive with the working group. Action group cannot solve all highway problems – Safety not speed. Not to pre-script about what to do. The police report is still not at hand possibly going to Coroners' court. Numerous speed signs have been erected to try to slow traffic down. Essex Highways has responded by saying that nothing can be done as it does not fit ECC criteria.

Jon Simmons an Essex Highways officer is attending a meeting with the residents and members of the Parish Council is on 7th. August. The Chair thanked all residents in their continued support and participation

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

Cllrs W. Sunnucks and P. Chillingworth has met with 2 senior planning officers from CCC walking around the village and by car for over 3 hours. Most of Wakes Colne is farmland with very few places for building houses. Villages should grow organically but with sustainability.

111/2024 Defibrillator – update on supplies

D. Stocker to undertake the defibrillator supplies and maintenance which the Parish Council is gratefully appreciated. Any maintenance expenditure will be covered by the Parish Council funds.

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.

RESOLVED: No objection to this planning application

113/2024 Planning Decisions made by CCC affecting Wakes Colne. None made

No planning decisions have been made by CCC affecting Wakes Colne village

114/2024 Finance

- a) To receive the Bank balances as at 30th. June 2024
Councillors noted the Bank balances as at 30th. June 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 July and August 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
- e) Grant applications – update on any applications received. **None received**

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

Wish list of VH requirements

The committee have been preparing a 'wish list' detailing short, medium and long term requirements, along with quotes. It will be an evolving document which will allow to respond quickly to grant and S106 funding opportunities. This is still being worked on and is on the VH committee meeting Agenda for 1st August.

Tree maintenance

The committee will be considering quotes received for urgent maintenance to the Large chestnut tree and other less urgent maintenance requirements. This will be self-funding by the VH.

Bookings

Ad-hoc bookings continue to tick-over for parties/events. We have a new regular monthly booking for Pilates The Common Ground Theatre Group have booked the Hall for a play in November. The Abbeygate Concert Band have booked the Hall for a performance in October. The VH committee a considering another Autumn Craft fair similar to that held earlier in the Spring.

Funding / Grants

Thanks to Kevin and William for forwarding on details of the platinum jubilee grant scheme. The VH committee now have the details. We will also be looking to see if we might be able to tap into Lewis Barber's County Council Locality Fund this year and/or County Local Community Fund. Which he has recently announced is available.

The next committee meeting will be held on 1st August 2024.

Cllr B. Walsh undertook 2-day Councillor course.

Cllr P. Chillingworth informed the meeting that 4 flood signs have been obtained.

116/2024 Items for next agenda

Advertise for New Councillors: Facebook for the Parish Council:

117/2024 To confirm date and time of next meeting. Wednesday 4th. 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

The Chair then closed the meeting at 8.40pm and thanked everyone for attending

Signed

4th. September 2024

**William Sunnucks
Chair**

BANK RECONCILIATION				
Financial year ending 31.03.25				
Bank Balance as at	30.04.24	31.05.24	30.06.24	31.07.24
Barclays Bank - Current a/c	£ 16,445.18	£ 15,525.03	£ 477.44	£ -
Unity Trust Bank - Current a/c	£ -	£ -	£ 14,082.76	£ 10,996.17
Unity Trust Bank - Reserve a/c	£ -	£ -	£ -	£ -
Total:	£ 16,445.18	£ 15,525.03	£ 14,560.20	£ 10,996.17
Less Unpresented cheques		£ 540.00	£ 138.00	£ 138.00
Total of unpresented cheques	£ -	£ 540.00	£ 138.00	£ 138.00
Net Bank Balances as at	£ 16,445.18	£ 14,985.03	£ 14,422.20	£ 10,858.17
CASH BOOK				
Balance as at 01.04.24	£ 9,371.37	£ 9,371.37	£ 9,371.37	£ 9,371.37
Plus Receipts	£ 7,837.00	£ 7,837.00	£ 7,847.18	£ 7,847.18
Total	£ 17,208.37	£ 17,208.37	£ 17,218.55	£ 17,218.55
Less Payments	£ 763.19	£ 2,223.34	£ 2,796.35	£ 6,360.38
Grand Total	£ 16,445.18	£ 14,985.03	£ 14,422.20	£ 10,858.17
Difference	-£ 0.00	-£ 0.00	-£ 0.00	-£ 0.00
Bank Balance as at	31.08.24			
Unity Trust Bank - Current a/c	£ 10,382.90			
Unity Trust Bank - Reserve a/c	£ -			
Total:	£ 10,382.90			
Less Unpresented cheques	£ 138.00			
Total of unpresented cheques	£ 138.00			
Net Bank Balances as at	£ 10,244.90			
CASH BOOK				
Balance as at 01.04.24	£ 9,371.37			
Plus Receipts	£ 7,847.18			
Total	£ 17,218.55			
Less Payments	£ 6,973.65			
Grand Total	£ 10,244.90			
Difference	-£ 0.00			
Bank Balance as at				
Unity Trust Bank - Current a/c				
Unity Trust Bank - Reserve 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				



Wakes Colne Parish Council

Current T1

60-83-01 • 20508469

Balance

£ 10,382.90

Available

£ 10,382.90

Balances are correct as of 10:22 on 30 Aug 2024.

↓ Date	Description	Paid in	Paid out	Balance
28/08/24	B/P to: Wakes Colne VH • INV. WCPC0724		-32.00	10,382.90
28/08/24	B/P to: PKF Littlejohn • INV. SB20240266		-252.00	10,414.90
28/08/24	B/P to: EALC • INV. 17897		-240.00	10,666.90
28/08/24	B/P to: D M Stocker • PICTURE FRAME		-8.99	10,906.90
28/08/24	B/P to: Wel Medical • S273047		-80.28	10,915.89
26/07/24	B/P to: Chappel PC • DONATION		-500.00	10,996.17
26/07/24	B/P to: Kevin B. Money • CLERK SALARY		-707.80	11,496.17
26/07/24	B/P to: JPB Landscapes • INV. 1575		-60.00	12,203.97
26/07/24	B/P to: Kevin B. Money • CLERK EXPENSES		-6.80	12,263.97
26/07/24	B/P to: Wakes Colne VH • S106 GRANT MONEY		-1,496.88	12,270.77
26/07/24	B/P to: Wakes Colne VH • INV. WCPC0324		-32.00	13,767.65
26/07/24	B/P to: Wakes Colne VH • INV. WCPC0424		-32.00	13,799.65
26/07/24	B/P to: Wakes Colne VH • INV WCPC0524		-32.00	13,831.65
26/07/24	B/P to: Wakes Colne VH • INV WCPC0624		-32.00	13,863.65
26/07/24	B/P to: D M Stocker • DS0624		-18.00	13,895.65
26/07/24	B/P to: Kevin B. Money • POSTAGE TO BARCLAY		-7.95	13,913.65
26/07/24	B/P to: Monica Taylor • PLANTERS		-88.00	13,921.60
26/07/24	B/P to: Barry Walsh • TRAINING EXPENSES		-10.60	14,009.60
11/07/24	B/P to: Blake Connolly Ltd • INV. 84		-540.00	14,020.20
02/07/24	WAKES COLNE PC • SR0207242974334	477.44		14,560.20
25/06/24	Credit • 1	14,082.76		14,082.76

WCPC ACTUAL AGAINST BUDGET REPORT 2024/2025						
		Agreed 2024/25	Total Income / spend to Sept '24	Left in Budget as at Sept '24	Anticipated left in budget as at 31.03.25	
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	£ 2,180.60	£ 1,719.40	-£	404.00
	Office Expenses	250	£ 200.04	£ 49.96	£	49.96
	Insurance	578	£ 417.59	£ 160.41	£	160.41
	Audit Fees	125	£ 346.70	-£ 221.70	-£	221.70
	Village Hall Hire	250	£ 178.00	£ 72.00	-£	56.00
	Fees & Subscription	465	£ 226.79	£ 238.21	£	238.21
	Training	525	£ 210.60	£ 314.40	£	-
	Defibrillator	400	£ 66.90	£ 333.10	£	200.00
	Parish Election	0	£ -	£ -	£	-
	Parish Open Spaces & Verges	480	£ 215.00	£ 265.00	£	-
	Footpaths	270	£ -	£ 270.00	£	150.00
	Street Lighting	575	£ 115.57	£ 459.43	£	200.00
	Projects - Station Road	2000	£ -	£ 2,000.00	£	2,000.00
	Donations / Grants	1000	£ 1,996.88	-£ 996.88	-£	996.88
	Asset Maintenance, VAS book exchange, Contingencies	2580	£ 7.49	£ 2,572.51	£	2,000.00
	Planters maintenance	500	£ 73.33	£ 426.67	£	350.00
	Oral History Memories Project	1777	£ -	£ 1,777.00	£	-
	Legal cost	0	£ 450.00	-£ 450.00	-£	450.00
	TOTAL	15675	£ 6,685.49	£ 8,989.51	£	3,220.00
	<u>Outstanding VAT Claim</u>		£ 288.16			
	<u>Total Expenditure</u>		£ 6,973.65			

WCPC FINANCE SEPTEMBER 2024						
Income:						
		Expenditure			WCPC Ref. No.	
Chq No.	Inv. No.	Payee	Cost	VAT	Total	
BACS	273047	Wel Medical - Defibrillator supplies	£ 66.90	£ 13.38	£ 80.28	31
BACS	724	Wakes Colne Village Hall	£ 32.00	£ -	£ 32.00	32
BACS	17897	EALC - Councillor training Day 1&2	£ 200.00	£ 40.00	£ 240.00	33
BACS	266	PKF Littlejohn - External Audit	£ 210.00	£ 42.00	£ 252.00	34
BACS		D. Stocker	£ 7.49	£ 1.50	£ 8.99	35
BACS	Sept '24	Kevin B. Money - Salary	£ 353.90	£ -	£ 353.90	36
BACS	20173	Macintosh Electronics - .gov.uk	£ 301.00	£ 60.20	£ 361.20	37
TOTAL:			£ 1,171.29	£157.08	£ 1,328.37	
		Denotes already paid				