



Parish Clerk
Kevin B. Money
7 Roach Vale
Colchester
Essex CO4 3YN
Tel: 07810781509

clerk@wakescolne-pc.gov.uk
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 4th. DECEMBER 2024 at 7.15pm** for the purpose of transacting the following business:

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

FULL COUNCIL MEETING AGENDA

166/2024 Apologies for Absence

167/2024 Declaration of Members interests

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

168/2024 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. November 2024

169/2024 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

170/2024 WCPC to stay with monthly meetings?

171/2024 Wakes Colne bus stop planters – update from Cllr B. Walsh

172/2024 Wakes Colne Award Scheme – update from Cllr D. Stocker

173/2024 Planning Applications

241791 - Springfield, Station Road Wakes Colne Colchester CO6 2DS

Application for variation of conditions 1 (drawings) and 2 (materials) following grant of planning permission 231702

Documents can be found at

<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=241791>

242289 - Farm View Lower Green Wakes Colne Colchester CO6 2AZ

Demolish existing side single storey extensions, conservatory and porch. New front, side and rear extensions

Documents can be found at

<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=242289>

242298 - Rowneys Farm Crepping Hall Road Wakes Colne

Application to determine if prior approval is required for a proposed: Change of Use of Agricultura Buildings to 1 x 3 bed and 2 x 4 bed dwellinghouses (Class C3), and for building operations reasonably necessary for the conversion. The Town and Country

Documents can be found at

<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=242298>

242359 - Crepping Hall, Crepping Hall Road, Wakes Colne Essex CO6 2AL

Application for prior notification of agricultural or forestry development - proposed agricultural storage building.
Documents can be found at

<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=242359>

174/2024 **Planning Decisions made by CCC affecting Wakes Colne**

175/2024 **Finance**

- a) To receive the Bank balances as at 30th. November 2024
- b) To receive the comparison of Actual against Budget for 2024/2025
- c) To approve payments for December 2024 and to agree a transfer of funds to meet the Parish Council financial requirements
- d) Grant applications – update on any applications received
- i. Chappel Parish Council requesting £500 for maintenance of the Play Equipment for 2025-2026

176/2024 **Budget 2025/2026. Councillors to discuss draft budget for 2025-2026**

177/2024 **To receive reports from outside bodies, training courses, representatives on village committees and Parish Council working groups**

178/2024 **Job list – Website: Face book: Notice boards: Events in village: SID:**

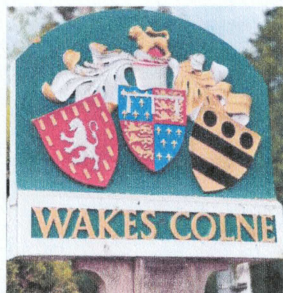
179/2024 **Items for next agenda**

180/2024 **To confirm date and time of next meeting. Wednesday 5th. February 2025 at 7.15pm**

181/2024 **Councillors to agree the 2025 meeting dates**

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

182/2024 **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 6th. November 2024 at 7.30pm 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 members of the public present.

150/2024 Apologies for Absence were received from Cllrs T. Rowe and D. Laws

151/2024 Declaration of Members interests

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

152/2024 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 4th. September 2024 and 2nd. October 2024
All Agreed

153/2024 Co-Option

Councillors are requested to receive written application for the office of Parish Councillor and co-opt candidate to fill the vacancy. To receive written applications for the office of Parish Councillor and to co-opt a candidate to fill the existing vacancy

Cllr P. Chillingworth proposed that Mrs Denise Stocker be co-opted onto the Parish Council. Cllr B. Walsh seconded. **All Agreed**

Cllr D. Stocker then signed her Declaration of Acceptance of Office, E Consent form and was given the Register of Interest form to be completed and returned to the Clerk within 28 days.

154/2024 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

155/2024 WCPC bi-monthly meetings. Councillors to discuss changing the meeting dates to bi-monthly

A trial period of 6 months to hold meetings on a bi-monthly basis was agreed, starting in January 2025. An additional meeting could be scheduled at 5 days notice if required to consider a controversial planning application, and that non-controversial responses could be agreed by e-mail. This significant change in the operation of the Parish Council should be communicated to the public via Facebook and the Parish Notice Boards

156/2024 Wakes Colne bus stop planters – update from Cllr B. Walsh

Cllr B. Walsh informed the meeting that the plants that are in the planters are looking dead. New plants and compost is required to brighten up the planters.

Cllr W. Sunnucks proposed spending up to £100 on plants and compost. Cllr P. Chillingworth seconded.
All Agreed

157/2024 Planning Applications

For information only as this is a Mount Bures application

242223 - Barn north of Burnt House Farm Jankes Green Road Wakes Colne CO6 2AT

Application for prior approval for the conversion of agricultural steel barn into one five bedroom dwelling.
Demolition of associated building along the east elevation. Councillors noted this application

158/2024 Planning Decisions made by CCC affecting Wakes Colne

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

Application for variation of condition 2 following grant of planning permission 232839. **Approve Conditional**

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

Application for variation of condition 2 following grant of planning permission 222261. **Approve Conditional**

159/2024 Finance

a) To receive the Bank balances as at 31st. October 2024

Councillors noted the Bank balances as at 31st. October 2024

Councillors also noted that the bank balances totalled £18,184 including £2000 received in relation to the Station Road Speed Indicator Cameras. Also noted was that the Memories project budget could be reduced from £1777 to £777.

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 November 2024 and to agree a transfer of funds to meet the Parish Council financial requirements. **All Agreed**

d) Grant applications – update on any applications received

No grant applications have been received for the 2024/2025 year

e) WCPC have received £2000 from Colchester City Council Locality fund for the SID and are expecting a further £2000 from ECC

160/2024 Budget 2025/2026. Councillors to discuss draft budget for 2025-2026

Councillors discussed the 2025/2026 budget which will be finalised at the December meeting

Councillors agreed to keep the increase in precept for 2025/2026 to as near zero as possible

161/2024 To receive reports from outside bodies, training courses, representatives on village committees and Parish Council working groups

Cllr P. Chillingworth reported that the overgrown hedge in Lower Green and that he would call and investigate whether anyone is living there.

162/2024 Items for next agenda

Village notice board: Nominations for the Wakes Colne award

163/2024 To confirm date and time of next meeting. Wednesday 4th. December 2024 at 7.15pm

164/2024 Councillors to agree the 2025 meeting dates

15.01.25: 05.03.25: 07.05.25: 02.07.25: 03.09.25:

The above dates and any changes to be agreed at the December meeting

165/2024 Closure of the meeting

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

The Chair then closed the meeting at 8.45pm and thanked everyone for attending

Signed

Willam Sunnucks - Chair

4th. December 2024

	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	30.09.24	31.10.24	30.11.24
Unity Trust Bank - Current a/c	£ 10,382.90	£ 17,487.19	£ 14,822.89	£ 14,164.99
Unity Trust Bank - Reserve a/c	£ -	£ -	£ 3,500.00	£ 3,500.00
Total:	£ 10,382.90	£ 17,487.19	£ 18,322.89	£ 17,664.99
Less Unpresented cheques	£ 138.00	£ 138.00	£ 138.00	£ 138.00
Total of unpresented cheques	£ 138.00	£ 138.00	£ 138.00	£ 138.00
Net Bank Balances as at	£ 10,244.90	£ 17,349.19	£ 18,184.89	£ 17,526.99
CASH BOOK				
Balance as at 01.04.24	£ 9,371.37	£ 9,371.37	£ 9,371.37	£ 9,371.37
Plus Receipts	£ 7,847.18	£ 15,684.18	£ 17,879.18	£ 17,879.18
Total	£ 17,218.55	£ 25,055.55	£ 27,250.55	£ 27,250.55
Less Payments	£ 6,973.65	£ 7,706.36	£ 9,065.66	£ 9,723.56
Grand Total	£ 10,244.90	£ 17,349.19	£ 18,184.89	£ 17,526.99
Difference	-£ 0.00	-£ 0.00	-£ 0.00	-£ 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

Available

£ 14,164.99

£ 14,164.99

Balances are correct as of 09:28 on 29 Nov 2024.

↓ Date	Description	Paid in	Paid out	Balance
07/11/24	B/P to: Kevin B. Money • CLERK PAYMENT		-353.90	14,164.99
07/11/24	B/P to: Wakes Colne VH • INV WCPC0924		-32.00	14,518.89
07/11/24	B/P to: EALC • INV. 18048		-240.00	14,550.89
07/11/24	B/P to: Wakes Colne VH • INV. WCPC1024		-32.00	14,790.89
31/10/24	Service Charge		-5.40	14,822.89
24/10/24	COLCHESTER CC	2,000.00		14,828.29
04/10/24	ESSEX ASSOCIATION • EALC CLB37	195.00		12,828.29
03/10/24	B/P to: Kevin B. Money • CLERK SALARY		-353.90	12,633.29
03/10/24	B/P to: Wakes Colne PCC • DONATION 2024-25		-1,000.00	12,987.19
03/10/24	Transfer to 20508472		-3,500.00	13,987.19
30/09/24	Service Charge		-17.61	17,487.19
10/09/24	B/P to: Macintosh Electron • INV. 20173		-361.20	17,504.80
06/09/24	COLCHESTER CITY COUNCIL • PARISH PRECEPT SEP	7,837.00		17,866.00
05/09/24	B/P to: Kevin B. Money • CLERK SALARY		-353.90	10,029.00



Wakes Colne Parish Council
Instant Access
60-83-01 • 20508472

Gross interest rate	Balance	Available
2.60 % ⓘ	£ 3,500.00	£ 3,500.00

Balances are correct as of 09:30 on 29 Nov 2024.

↓ Date	Description	Paid in	Paid out	Balance
03/10/24	Transfer from 20508469	3,500.00		3,500.00

WCPC ACTUAL AGAINST BUDGET REPORT 2024/2025

		Agreed 2024/25	Total Income / spend to Dec '24	Left in Budget as at Dec '24
Income	Precept	14915	£ 14,915.00	
	Other Income / Grant	759	£ 2,954.00	
	Bank Interest	0	£ 10.18	
	VAT Refund	0	£ -	
	TOTAL	15674	£ 17,879.18	
Exp.				
	Salary	3900	£ 3,596.20	£ 303.80
	Office Expenses	250	£ 200.04	£ 49.96
	Insurance	578	£ 417.59	£ 160.41
	Audit Fees	125	£ 346.70	-£ 221.70
	Village Hall Hire	250	£ 242.00	£ 8.00
	Fees & Subscription	465	£ 527.79	-£ 62.79
	Training	525	£ 410.60	£ 114.40
	Defibrillator	400	£ 66.90	£ 333.10
	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	£ 2,996.88	-£ 1,996.88
	Asset Maintenance, VAS book exchange, Contingencies	2580	£ 7.49	£ 2,572.51
	Planters maintenance	500	£ 73.33	£ 426.67
	Oral History Memories Project	1777	£ -	£ 1,777.00
	Legal cost	0	£ 450.00	-£ 450.00
	Bank Charges	0	£ 23.01	-£ 23.01
	TOTAL	15675	£ 9,689.10	£ 5,985.90
	Outstanding VAT Claim		£ 388.36	
	Total Expenditure		£ 10,077.46	

WCPC FINANCE DECEMBER 2024						
Income:						
Expenditure						
Chq No.	Inv. No.	Payee	Cost	VAT	Total	WCPC Ref. No.
BACS	Nov '24	Kevin B. Money - Salary	£ 353.90	£ -	£ 353.90	46
TOTAL:			£ 353.90	£ -	£ 353.90	
		Denotes already paid				

QUOTE



Barry Walsh

QUOTE date
22/11/2024
QUOTE expiring
22/12/2024
Reference
TLC3134
Name
Footpath
clearance

Tree and Lawn Company Ltd
7 Coopers Crescent
West Bergholt
Colchester
Essex
CO6 3SJ
Company number
07739811
VAT
GB872355411

QUOTE Description:

Footpath Clearance.

Description	Quantity	Unit price	Tax	Amount £
Details of Work	1	3,323.08	20%	3,323.08
Remove soil and vegetation from footpath running from Wakes Colne business park to the Village Hall. This includes Traffic management.				
			Subtotal	£ 3,323.08
			vat (20.0 %)	£ 664.62
			TOTAL	£ 3,987.70

Tree and Lawn Company Ltd
info@treeandlawn.co.uk

Tree work will be carried out subject to any Tree Preservation Orders

Wakes Colne Parish Council

Grant Application Form

About your organisation/group:

Name Chappel Parish Council.....

Address c/o Clerk: Mrs Helen Cook, 3 Searle Way, Eight Ash Green, Colchester, Essex

.....Postcode..... CO6 3QS.....

Website www.chappel.org.....

When did you start month/year?..... 1894.....

Contact person:

Name..... Mrs Helen Cook

Address c/o 3 Searle Way, Eight Ash Green, Colchester, Essex

.....Postcode..... CO6 3QS

Position in organisation/group..... Clerk to Parish Council.....

Telephone number daytime/evening..... 01206 589095.....

E-mail address..... parishclerk@chappel.org.....

How much are you requesting?..... £500.00 to be incorporated in the Wakes Colne Precept yearly towards ongoing maintenance costs.....

What would you like the grant for?..... Maintenance of the Play Equipment

- Yearly inspection undertaken by ROSPA (Royal Society for the Prevention of Accidents) £98.00 (2024/25)
- Bark for play area (estimated £200)
- Repairs to equipment (currently obtaining quotes – 1st quote £6,430)
- Replacement of junior set – 1st quote £13,345.00

How will it benefit the area?. Children from both villages using the equipment on virtually a daily basis. Certainly after school the area is very popular.

What age group will benefit from this grant?

0-24yrs 25-64yrs 65+ all ages

How much is your organisation contributing to this project?.....

Chappel Parish Council pays the full amount of all costs. No further contributions received from outside organisations.

Please enclose a copy of your last audited accounts, or if you are a new group explain what your costs will be and show how you will meet them.....

Account details can be found at: <http://chappel.org/transparency-code-for-smaller-authorities/>

Have you applied to us before and if so, please give date.....2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024

Any further information you would like to submit in support of your application...

Chappel Parish Council make a request to Wakes Colne Parish Council for a contribution towards maintenance and upkeep of the Play Area site for the financial year 2024/25. Chappel Parish Councillors recognise that this is an important area of the villages and maintenance and upkeep of the site is paramount. We request Wakes Colne Parish Council support us again next financial year with this project.

Signature: SUSAN CHAMLEY.....

Name: SUSAN CHAMLEY Date: 18th October 2024...

The Parish Council set their budget for the coming year in November – December so we need to know about your application by the 31st October. If we have not received your application by then, we probably will not be able to help in the coming year.

For further information or clarification, please contact The Clerk to Wakes Colne Parish Council at clerk@wakescolne-pc.gov.uk