

# Wakes Colne Parish Council

[www.wakescolne.org](http://www.wakescolne.org)

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MINUTES OF THE MONTHLY WAKES COLNE PARISH COUNCIL MEETING HELD ON  
WEDNESDAY 3<sup>RD</sup> MARCH 2010 AT 7.15PM IN THE WAKES COLNE VILLAGE HALL.

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IN THE CHAIR:                    CLLR. K. MARTIN.  
PRESENT:                         CLLRS: S. STRATFORD, S. HOUNSLOW, A. HANNINGTON &  
  H. CRESSWELL.  
CLERK:                            MRS V. BURROWS.  
ALSO PRESENT:                 WARD CLLR. P. CHILLINGWORTH & EIGHT MEMBERS OF THE  
  PUBLIC.

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8<sup>TH</sup> MARCH 2010.

**10/036: CHAIRMAN'S WELCOME.**

Cllr. Keith Martin welcomed those present to the meeting.

**10/037: APOLOGIES FOR ABSENCE.**

Cllr. Jim Taylor. Business Commitments.

**10/038: MINUTES OF THE LAST MEETING.**

Draft minutes of the meeting held on the 3<sup>rd</sup> February 2010 had been circulated prior to the meeting. A member of the Council had issues with the minutes albeit they were only minor.

***RESOLUTION: 10/009 THAT THE DRAFT MINUTES OF THE MEETING HELD ON THE 3RD FEBRUARY 2010 ARE ACCEPTED AS BEING A TRUE RECORD OF THE MEETING WITH THE FOLLOWING AMMENDMENTS: 10/035 NEXT AGENDA ITEMS BROOMHILL CULVERT SHOULD READ BROOMHOUSE CULVERT. THIS WAS NOTED.***

PROPOSED: CLLR. MARTIN. SECONDED: CLLR. HOUNSLOW. FOR: 4. ABSTENTION: 1.

**10/039: DECLARATION OF INTERESTS.**

To receive any 'personal' or 'personal and prejudicial' interests relating to items on the agenda. Members of the Council are subject to the Local Authorities (Model Code of Conduct) Order 2007 (SI. 2007/1159) (The Revised Code) with the additional non-mandatory section 12(2)

***Cllr. Hounslow. 'personal' interest.***

***Item 10/046.***

***Cllr. Martin. 'personal' interest.***

***Item 10/046.***

#### **10/040: PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST.**

Six members of the public attended the meeting to express their concerns on the state of the Highways and in particular Wakes Street, Wakes Colne. It was noted that due to the size and speed of the traffic using the road and the flooding that keeps occurring the road is now in a very bad state of repair, to the point of it being very dangerous. The public asked for:

- ❖ Highways to pay a further visit to the Village to assess the situation several weeks on from their last visit.
- ❖ The Council to try to find out who owns the land opposite the houses on Wakes Street. It was noted that Cllr. Stratford thought the land belonged to Colchester Borough Council / Highways due to a compulsory purchase order several years ago when the road was going to be straightened. Cllr Hannington offered to try and clarify the situation.
- ❖ The Parish Council to find out more information on the weight restrictions and speed measures for the A1124. The Parish Council to get answers to several questions that had been raised previously. The member of the public who raised the questions agreed to e-mail the list to the Clerk after the meeting.
- ❖ Highways to attend a future meeting so the public could question them on what measures were being taken to improve the road.
- ❖ The Parish Council to confirm the date of when the re-surfacing work on Tyburn Hill was going to take place.
- ❖ Why P.C. Vicky Sanders agreed to attend the meeting and then failed to turn up or give any apologies.
- ❖ Why Highways has confirmed to the public that they would attend the Parish Council Meeting and then failed to attend or send apologies.
- ❖ Look into the Global Positioning Systems Companies as Sudbury District Council had done to re-route traffic off selected road networks.

#### **10/041: EX AGENDA.**

Cllr. Peter Chillingworth spoke briefly on the following issues:

- ❖ The burst water main on the A1124 under the viaduct. It was noted that this road closure had caused terrible problems as the traffic had used Station Road and Spring Gardens Road as an alternative route instead of the official diversion set up by highways. Cllr. Chillingworth advised all the members of the public that Anne Brown (County Councillor) was hoping to attend Chappel's meeting the following week to report on the problems on the Highways.
- ❖ The Courier. It was noted that last quarter the Courier was not delivered to any of the households in Wakes Colne. Cllr Chillingworth said he had addressed the issue and was hoping this had now been resolved. He asked if we could feed back information to him if and when we receive a copy.
- ❖ The Waste & Recycling Consultation. It was noted over a 1000 responses had been received in respect of this consultation, however this was considered poor as there are over 79,000 households in the Borough. Further details with regards to the findings can be found on the Colchester Borough Councils Website.
- ❖ St Botolphs roundabout in Colchester. This is due to be closed for several weeks for repairs.
- ❖ North Station Master Plan Supplementary Planning Document (SPD) Public Consultation 25 February – 26 March 2010. It was noted that further information could be found on the website.

## **10/042: CLERKS REPORT.**

The Clerk asked if anybody needed any clarification on items in the Clerks Report and none were requested. The Clerk delivered a couple of updates and these were as follows:

- ❖ Consultation on the proposal by Colchester Borough Council to move to whole council elections. The Clerk advised that the consultation period was running from 1<sup>st</sup> March to 1<sup>st</sup> May 2010. It was agreed that the Clerk would photocopy the information as it had been received via hard copy and circulate to each Councillor for comments before the next meeting. It was noted that this needed to be an agenda item for the April meeting.
- ❖ The Clerk advised she had received "Two Hour Councillor Training Course Information" from the EALC. This information had been circulated via the monthly update from the EALC and it seemed cheaper to do it as a group as opposed to individually. It was noted that several members of the Council felt this was unnecessary training as the Council was very much over spent in the current financial year. It was also commented on that training would be required for our new member of the Council Cllr. Hannington and as we were one member down a further training course would be required. It was also pointed out that most members of the council had not had any up to date training for many years.
- ❖ The Society of Local Council Clerks Annual Training Day was scheduled for 20<sup>th</sup> March 2010 and the Clerk asked if the Council would allow her to attend and pay her hours and travel for the day as per last year. The Clerk advised that this year the costs would be halved as Chappel Parish Council would split the cost, as she would be attending on behalf of both Councils. A resolution was passed agreeing to pay half the cost of the training day for the SLCC.

***RESOLUTION: 10/010 THAT THE CLERK ATTENDS THE SLCC TRAINING DAY ON THE 20<sup>TH</sup> MARCH 2010 IN SOUTH WOODHAM FERRERS AND THE COUNCIL WILL SHARE THE COST WITH CHAPPEL PARISH COUNCIL.***

**PROPOSED: CLLR. MARTIN. SECONDED: CLLR. HANNINGTON FOR: ALL.**

- ❖ Information had been received into the Parish Office with regards to the CiLCA Clerks Qualification (Certificate in Local Council Administration). It was noted that if the Clerk were to gain this qualification it would encourage progress of the Council to gain Quality Parish Status (QPS). The Clerk advised that currently the Council would qualify for a 75% grant towards the cost of the course (£370) and once the course was completed £150 (the additional cost of registration) would be refunded. In effect the cost to Wakes Colne Parish Council would be £46.25 towards the course fees and then half of the number of hours it takes to complete the course plus half of the fuel costs to get to Gt Dunmow for 7 sessions. The Clerk advised that the EALC were unsure of the total amount of hours it would take to complete the course as it was dependent on how well the Councils administration was currently. Some Members were very unsure on how this would benefit the local community and if it would indeed make the Council more efficient. Eventually it was agreed that the Clerk should do a proposal and costing on the project and bring it to meeting next month. The Clerk advised that Cllr Taylor was unaware of this information at the present time but she would be speaking to him before the next meeting.

***RESOLUTION: 10/011 THAT THE CLERK PRODUCES A PROPOSAL AND COSTING CONCERNING THE CiLCA CLERKS QUALIFICATION FOR THE BENEFIT OF THE COUNCILS ADMINISTRATION PROCEDURES.***

**PROPOSED: CLLR. MARTIN. SECONDED: CLLR. HOUNSLOW. FOR: ALL.**

#### **10/043: FINANCE & EXPENDITURE.**

- 1) Cheques/BACS payments to be approved for payment and signed (See payment schedule). Some members were concerned that the Councils cost were escalating and asked for further details. The Clerk advised that her costs had been circulated prior to the meeting and the other 4 invoices were available for further consideration. It was noted that to cover the 5 outstanding invoices £1100 would have to be transferred into the current account from the High Interest Account. It was also noted that £814 was still outstanding owed to the Council from HMRC in respect of VAT. The Clerk advised that the 4<sup>th</sup> Qtr of VAT was still to be claimed and this would be done on or around the 1<sup>st</sup> April. Finally it was noted that £4,400 had been received in to the current account for the Bus Shelter from Essex County Council.

***RESOLUTION: 10/012. THAT AFTER FURTHER CONSIDERATION THE 5 CHEQUES DETAILED ON THE PAYMENT SCHEDULE BE AUTHORISED FOR PAYMENT. ALSO THAT £1100 BE TRANSFERRED TO THE CURRENT ACCOUNT TO COVER THESE INVOICES AND THAT £4,400 BE TRANSFERRED FROM THE CURRETN ACCOUNT TO THE HIGH INTEREST ACCOUNTFOR THE BUS SHELTER.***

**PROPOSED: CLLR. MARTIN. SECONDED: CLLR. CRESSWELL. FOR: ALL.**

- 2) Budget Statement for February 2010 / March 2010. The statement was discussed in full and the Clerk explained what the money had been spent on. Again, it was felt the Council were very much over spent on the current budget although it was noted that these overspends had been identified previously. The Clerk informed the members that no further expenditure was expected before 31<sup>st</sup> March 2010.

#### **10/044: PLANNING APPLICATIONS & RESULTS.**

- 1) Application No: 100235. Alterations and enlarged residential use. Hemps Green Barn, Crepping Hall Road, Wakes Colne, Colchester, CO6 2AP. It was discussed that previously the history of Hemps Green Barn had been a very contentious issue, however it was agreed that this had nothing to do with the present application and therefore the Parish Council's comments should reflect this.

***RESOLUTION: 10/013. THAT AFTER FURTHER DISCUSSION THE COUNCIL SHOULD SEND COMMENTS ADVISING THAT WAKES COLNE PARISH COUNCIL EXPRESSED NO CONCERNS BEYOND WISHING THAT ANY NEIGHBOUR WAS ALSO CONTENT WITH THE PROPOSAL.***

**PROPOSED: CLLR. MARTIN. SECONDED: CLLR. HOUNSLOW. FOR: 4. ABSTENTION: 1.**

- 2) Application No:100171. Change of use of redundant agricultural building to use class B1 (light industrial) and B8 (storage/distribution) Unit 16, Wakes Hall Farm, Colchester Road, Wakes Colne, Colchester, CO6 2DB. It was commented on that this change of use would result in increased traffic in the village, it also was noted from the plans that the farm building did not seem to be redundant.

***RESOLUTION: 10/014. THAT AFTER FURTHER DISCUSSION THE COUNCIL SHOULD SEND COMMENTS ADVISING THAT WAKES COLNE PARISH COUNCIL EXPRESSED CONCERNS ON THE TRAFFIC ISSUES AND THE POLICY SURROUNDING THE REDUNDANT FARM BUILDING.***

**PROPOSED: CLLR. STRATFORD. SECONDED: CLLR. MARTIN. FOR: ALL.**

- 3) Application No: 100079. Alteration/extension of existing garage to form utility, study, en-suite and store. Loveneys, Middle Green, Wakes Colne, Colchester, CO6 2BJ. It was noted that the Council could not see any noticeable effects that this planning application would create.

**RESOLUTION: 10/015. THAT AFTER FURTHER DISCUSSION THE COUNCIL SHOULD SEND COMMENTS ADVISING THAT WAKES COLNE PARISH COUNCIL EXPRESSED NO CONCERNS BEYOND WISHING THAT ANY NEIGHBOUR WAS ALSO CONTENT WITH THE PROPOSAL.**

**PROPOSED: CLLR. MARTIN. SECONDED: CLLR. HOUNSLOW. FOR: ALL.**

- 4) Application Nos: 090825 & 090824: Norton Hall Farm Boarded Barn Road, Wakes Colne, Colchester, CO6 2AU. Notice of Planning Decision Consent Granted with conditions. The Clerk advised that these decisions had been received into the Parish Office.

#### **10/045: Bus Shelter – Update.**

It was reported that the Clerk had received £4,400 from ECC to partly fund the bus shelter. It was also noted that the Clerk had worked with Chappel Parish Council to fill in the claims form for Allianz to claim the money from the destroyed Sheltered Seat for the Elderly. After further discussion about parish funds, it was agreed to pass a resolution stating the following and it was requested to be on the agenda for next month:

**RESOLUTION: 10/016. THAT AFTER FURTHER DISCUSSION THE COUNCIL SHOULD ACCEPT WAYNE GOODCHILD’S QUOTE BUT WORK SHOULD NOT COMMENCE ON BUILDING THE NEW SHELTER UNTIL THE INSURANCE MONEY HAD BEEN RECEIVED FROM CHAPPEL PARISH COUNCIL.**

**PROPOSED: CLLR. MARTIN. SECONDED: CLLR. CRESSWELL. FOR: ALL.**

#### **10/046: EARM – Erection of a 2.4 Meter Gate. – Update**

The Clerk advised that a letter had been sent to Mr Ian Reed on the 15<sup>th</sup> February 2010 and as yet nothing had been received back to advise about planning permission for the gate. As agreed at the last meeting Cllr. Taylor had chased the reply and had been advised by Mr Reed that a reply should be received by the end of the current week. Generally, it was felt that a letter should have been sent to the Chairman of the EARM however, it noted that the Clerk should wait before writing further until the said letter had been received from Mr Reed. If nothing had been received before the next meeting, it was requested that it be an agenda item again. It was noted that retrospective planning permission was becoming a problem generally throughout Colchester and it was requested that perhaps this should be addressed at the CALC meeting next week and next time the Clerk attends the Clerks Forum.

**RESOLUTION: 10/017. THAT AFTER FURTHER DISCUSSION THE CLERK SHOULD WRITE TO THE CHAIRMAN OF THE EARM IF A LETTER IS NOT RECEIVED FROM MR IAN REED BY THE END OF THE WEEK.**

**PROPOSED: CLLR. MARTIN. SECONDED: CLLR. HANNINGTON. FOR: ALL.**

#### **10/047: Adoption of Phone Boxes in Wakes Colne.**

The Clerk advised that BT had changed its policy on the electricity charges in respect of adoption of phone boxes. There now was an ‘Option 2’ and this involved BT continuing to pay the electricity company for 5 years. The Clerk had attached a copy of the BT Agreement to the Clerks Report for all members to read and bring comments to the meeting. Cllrs. Hannington & Hounslow commented on the changes and expressed concern over the 5 year gap where BT would continue to pay the costs. The question of what happened after 5 years was noted. The Clerk pointed out several other clauses which needed addressing one of which was 8.5

"The buyer acknowledges that it has taken or had considered taking legal advice from a solicitor or counsel before entering into this agreement". Cllr. Stratford expressed concern that the Council had no money to consult a solicitor at the present time. Cllr Hannington commented on the land beneath the box and it was noted that the Highways authority probably owned the land. The Clerk advised that the current insurance value was quoted at £1000 and would cost the Council £13.86 per year per box to insure. Also the Clerk commented on the fact that Agreement contained lots of clauses that would have to be actioned on completion of the adoption. The Clerk informed the members that she had been approached by the Community 1<sup>st</sup> Responders about an idea for the telephone box on the A1124. The proposal was for the box to house an emergency defibrillator, which would be activated by a code after ringing 999 via an emergency telephone installed with the equipment. The majority agreed this was a very good idea but that the Parish Council would require further information. It was agreed that the 1<sup>st</sup> Responders could be invited to the Annual Parish Meeting to provide further information.

**RESOLUTION: 10/018. THAT BOTH TELEPHONE BOXES SHOULD BE ADOPTED BY THE COUNCIL WITHOUT CONSULTING A SOLICITOR AND THAT TWO CHEQUES COULD BE RAISED FOR £1 AND SENT TO BT BEFORE THE NEXT MEETING.**

PROPOSED: CLLR. HANNINGTON. SECONDED: CLLR. STRATFORD. FOR: ALL.

#### **10/048: Highways Issues – A1124.**

It was agreed that this item had been addressed fully in the Public Forum and that the Clerk had all the action points to take forward and then report back at the next meeting.

#### **10/049: Confirmation of the meeting Date for the Annual Parish Council Meeting.**

It was noted that the Clerk had referred to the wrong meeting title and that it should have been called the **Annual Parish Meeting**. The Clerk asked for the correct meeting title so she could amend all the Parish Calendars where it was also incorrect. Once the correct title was established the Clerk advised that the Village Hall was free on the 26<sup>th</sup> May 2010 and Mr Clive Woodruff from ECC Bridges Department and Cllr. Hannington could attend on that day. It was noted that the Clerk had taken advice from the EALC on having Chappel Parish Council & Wakes Colne Parish Council's Annual Parish Meetings on the same night and at the same venue. It was noted that this was possible but both Councils had to transact their own business separately and minute it accordingly. Once the formal meetings were over it could then be opened up to other member organisations to speak.

**RESOLUTION: 10/019. THAT THE ANNUAL PARISH MEETING OF WAKES COLNE PARISH IS HELD ON THE 26<sup>TH</sup> MAY 2010 AND THAT INVITATIONS BE SENT OUT ACCORDINGLY.**

PROPOSED: CLLR. MARTIN. SECONDED: CLLR. HANNINGTON. FOR: ALL.

#### **10/050: Broomhouse Culvert**

Cllr. Hannington reported that this project was progressing very nicely. He explained that some land had been purchased to divert the traffic whilst the project was completed. The project was reported to take anything up to 3 months to complete. Having delivered this information Cllr. Hannington could not confirm when the project was likely to start but would endeavour to find out and report back.

**10/051: Footpath & P3**

Cllr. Martin advised that he had very little to report on the footpaths and he was sorry he did not attend Chappel's Meeting in February when Jason from the P3 project delivered his presentation. The meeting was closed and Cllr. Chillingworth advised that a gentleman had attended Mount Bures meeting recently from ECC and he had a lot of information about the footpaths etc. Cllr. Martin re-opened the meeting. It was considered appropriate for the Clerk to contact Sheila Smith from Mount Bures to get further information. The Clerk advised that the P3 presentation at Chappel's meeting last month was very informative and if anybody wanted any further information to contact her.

**10/052: Station Road Sign.**

The Clerk advised that it was all systems go with the sign and hopefully something should happen in the new financial year. George Ward asked for confirmation about lighting and the Clerk was instructed to contact him and agree lighting should remain over the new sign.

**10/052: Next Agenda Items.**

Flooding.  
Highways - A1124 and issues raised in the Public Forum.  
Retrospective Planning vs. National Policy.  
Phone Boxes - A1124 & Lower Green update.  
Any further issues raised at this meeting as discussed.

**DATE OF NEXT MEETING.**

The next meeting is on the 7<sup>th</sup> April 2010 at 7.15pm at Wakes Colne Village Hall, Wakes Colne. Our Chairperson Cllr. Martin thanked everyone for attending and the meeting closed at 9.20 pm.

**Signed:.....**  
**Chairperson of the Parish Council**

**Date: 7<sup>th</sup> April 2010**

