



COGGESHALL PARISH COUNCIL

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Minutes of a meeting of the **PARISH COUNCIL** held on **Monday 11th July 2016** at **7.30 pm** in the Village Hall, Stoneham Street.

16/191. Those present and apologies for absence

Present: Cllrs Frith, Heaton, Unsworth, Plumb, Phillips, Lewis, Culemann, Horne, Thompson & Green

Apologies: Cllr Walsh

Proposed to accept the apologies of Cllr Walsh

Resolved: Cllr Horne seconder Cllr Plumb – unanimous

Also present:- Four members of public

Clerk – Debbie Morgan

16/192. Councillors Declarations

Cllr Plumb declared a non-pecuniary interest in agenda item 16/206 as the applicant is known to him

Cllr Heaton declared a non-pecuniary interest in agenda item 16/199 – regarding the play area. This was confirmed as a non-pecuniary interest by the Monitoring Officer

Cllr Heaton also declared that he is married to the resident who made the Freedom of Information request in agenda item 16/2001

16/193. Minutes of previous meetings.

Cllr Frith requested that the words "that the" were deleted from item 16/190. The minutes of the previous meeting of 13th June 2016 were agreed as a true record with the above amendment made.

Resolved:- Cllr Phillips seconder Cllr Thompson - unanimous

16/194. Public Participation session with respect to Agenda items and other matters of mutual interest.

The applicant to planning application 16/206 spoke to the Parish Council regarding the application and advised the council that he was available to answer any questions.

A resident asked about the location of the tubs that have been purchased by the council and was advised as to the locations.

He also questioned the application from the Flower Festival with regard to a grant and if the money was given, where it would end up.

A resident felt that the council shouldn't be introducing charging at the car park. In his view he felt that the area by the doctor's surgery could be legally converted to parking.

Cllr Unsworth requested a change in the order of the agenda items to discuss 16/206 as the next item.

16/195. County Councillor's & District Councillor's Report

Cllr Lynette Bowers-Flint and Cllr Lady Newton sent apologies

16/196. Clerk's Report (Appendix 2)

The new website is being progressed. The clerk advised that she hopes to have it ready by the end of August
 An online survey has been set up to gauge the views of residents with regard to the provision of CCTV in Coggeshall
 Cllr Lewis suggested that surveys should indicate a minimum sample size
 Cllr Plumb suggested a close by date for further surveys
 The exhibition of the Local Plan is due to take place on Monday 18th July at St Peter's Church

16/197. Correspondence received (Appendix 3)

A resident	Comments on remarks made at a meeting	For information
A resident	Request for an additional litter bin in the recreation ground	Pass to Open Spaces Committee
Environment Agency	Changes to Mill Gates	For information
A resident	Freedom of information request for copy of additional legal advice from Holmes & Hills regarding the play area	Add to agenda for Full Council
A resident	Letter regarding the play area and parking issues	Clerk has drafted a response
A resident	Complaint about parking on the zig-zags	Resident advised not our employee
A resident	Request for grass to be cut back at Hitcham Road Footpath	Clerk to action
A resident	Request for copies of Planning Applications	Clerk to respond
Essex County Council	Joint Replacement Waste Local Plan - Exhibition	For information
A resident	Request for grant for the Flower Festival	Add to agenda for Full Council
Anglian Water	Information on private pumping stations	For information
Jacobs	A120 Feasibility Study	For information
A resident	Over grown vegetation Hamlet - Kelvedon	Clerk has actioned

The Clerk was asked to write to the Environment Agency with regard to the Mill Gates letter and ask them to clarify that failure to open the gates would not cause any flooding issues in Coggeshall and ask them to give advice on the stretch of the river Blackwater in Coggeshall. Also express concern that the notification is being withdrawn. (Action Clerk)

16/198. To note the report from the Finance Committee (Appendix 4)

- i. To agree payments**
- ii. To note bank balances**

Resolved: Proposed to agree the payments for June 2016 – Proposed Cllr Plumb seconder Cllr Lewis - unanimous

16/199. To consider and agree a proposal to seek advice from a firm of local authority legal advisers regarding the play area behind Stoneham Street. (Appendix 5)

Cllr Heaton presented at the June meeting that he felt the advice given by Holmes an Hills was not correct and proposed that a third opinion is sought. The Clerk advised that it was clear that using Section 126 of the LGA would mean that the Council could not enforce charging or any control on the area if it was made into additional parking.

Cllr Heaton proposed the Council seek third and final advice with regard to converting the play area into parking, seconder Cllr Culemann.

Resolved: Nine in favour, one against

16/200. To consider a Freedom of Information request from a resident for the further legal advice received regarding the play area behind Stoneham Street.

(Appendix 6)

Resolved: proposed Cllr Phillips, seconder Cllr Horne – one abstention

16/201. To consider and agree if appropriate the use of Dropbox for the depositing of Council documents

Resolved: The Clerk sets up a Council Dropbox - proposed Cllr Green, seconder Cllr Horne - unanimous

16/202. To note the report from the Village Hall Committee (Cllr Heaton)

Terms of reference were amended and are on the agenda to be approved by Full Council

Pricing schedule has been revised but will be discussed with regular hirers before being presented to Full Council for approval.

There is a consultation from the Performing Rights Society and initially it looked like the council would have to pay considerably more however the clerk has established that this is not the case.

16/203. To approve the Terms of Reference for the Village Hall Committee

Resolved: Proposed Cllr Horne seconder Cllr Thompson unanimous

16/204. To note the report from the Open Spaces (Cllr Phillips)

The footpath in the recreation ground is underway and it is hoped that it will be finished in time for the carnival. If this is not the case, then the contractors will make sure it is accessible.

The two small pedestrian gates from the recreation ground onto East Street are being looked at being replaced

Possible land boundary issue with the allotments at Butt Field

The Committee are still looking at additional open spaces

Allotment inspections were carried out last week

16/205. To note the report from the Traffic Management (Cllr Plumb)

The council are requesting from the LHP a matching dropped kerb at Hill Road following a request from a resident.

The wonky bollard in East Street is down to be re-fixed – Clerk is to chase A meeting was held with Braintree District Council with regard to the Off Street Parking order and a further meeting will be taking place on Wednesday with the District Councillors.

Cllr Thompson had a meeting with the clerk and Richard Lambert regarding the re-design of the car park and the gravel area.

It was recommended that the council obtain a topographical survey of the area.

16/206. To consider the following Planning Applications

APPLICATION NUMBER:	16/01094/FUL
DESCRIPTION:	Erection of detached dwelling for horticultural business manager
LOCATION:	Wisdoms Field Colne Road Coggeshall Essex
DATE FOR COMMENTS:	Monday 25th July 2016

Resolved: - The Parish Council would like to support this application. – proposed Cllr Frith seconder Cllr Thompson – one abstention due to a NPI

16/207. To note the report from the Planning Committee (Cllr Plumb)

Minor applications were dealt with at the planning meeting. Cllr Plumb attended the BDC meeting where the application from Pigeon was heard and refused.

16/208. Update from the Neighbourhood Plan Steering Group

Cllr Horne advised the group met on 16th June. A new group has been formed to look at education in Coggeshall. The next meeting is due to be held on 21st June. The NPSG were also at the Queen's Birthday celebration with a stall to engage the community with a questionnaire. The first draft of the plan is being edited.

16/209. Update on Superfast Broadband (Cllr Heaton)

Cllr Heaton advised that County Broadband may be interested in installing a Ultrafast Broadband service in Coggeshall. County Broadband are providing this service in West Bergholt. Cllr Heaton feels that the Parish Council should consider holding a public meeting. Cllr Heaton is attending a Superfast event on Wednesday and will be asking why Coggeshall is not on the map to receive Superfast.

16/210. Items for next agenda

Update on the Vicarage Field as providing additional car parking
To consider the legal advice received from the solicitors regarding the car park
Update on the Waste Management Draft Local Plan and the IWMF
Flower festival request for a grant

16/211. To note date and time of next meeting

Monday 8th August 2016 at 7.30 pm

16/212. To close the meeting to the press and the public due to the sensitive nature of the discussions

21.30 hrs and to propose to agree an additional 30 minutes to finish the meeting
Proposer Cllr Plumb, seconder Cllr Phillips - unanimous

The meeting closed at 22.00