



COGGESHALL PARISH COUNCIL

Village Hall, Stoneham Street, Coggeshall, Essex, CO6 1UH
01376 562346
clerk@coggeshall-pc.gov.uk

Minutes of a meeting of **THE PARISH COUNCIL** held on **Monday 14th November 2016** at **7.30 pm** in the Village Hall, Stoneham Street.

16/302. Those present and apologies for absence

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

Apologies: - Cllr Green & Walsh

Also present: - Clerk, Debbie Morgan, seven members of public

It was proposed to accept the apologies from Cllr Green and Cllr Walsh

Resolved: Cllr Plumb Seconder Cllr Phillips – unanimous

16/303. Councillors Declarations

None

16/304. Minutes of previous meetings.

The minutes of the meeting of 10th October 2016. (Appendix 1) were agreed as a true record

Resolved: Proposer Cllr Frith Seconder Thompson – unanimous

7.39 pm – Cllr Unsworth arrived

16/305. Public Participation session with respect to Agenda items and other matters of mutual interest.

A resident commented that he has an objection to charging in the car park as he feels it will be a detriment to the centre of Coggeshall for the residents and businesses.

Another resident felt that businesses will suffer as the market is struggling and didn't understand why the Council had to charge to be in the order.

A resident of Stoneham Street felt that he was being vilified as a resident as he needs to use the car park as he does not have parking with his property. He also could not understand the Council's reluctance to provide additional parking.

A resident commented that he didn't understand why the clerk couldn't put tickets on the cars as this has been done in the past.

Another resident commented that he didn't understand why the Council had rejected his proposal to construct garages.

He was advised that the council have not rejected his proposal, but were still in discussions and he needed to respond.

Cllr Heaton explained that the Council needs to introduce charging in order to have control over the car park. Without this the Council will be unable to prevent anything from happening in the car park. To have control, the Council needs to join the Braintree Off Street Parking Order (OSPO), which it can only do if it introduces charging. This is because North Essex Parking Partnership, who do the enforcement, take 15% of the takings as their fee. They insist on charging because if there were no charges, there would be nothing for them to take 15% of. Charging needs to be introduced in order to have control – this is a fact.

Cllr Unsworth explained why the clerk couldn't put tickets on cars as in the past. When the car park was owned by Braintree, it was part of the Braintree OSPO. When it was transferred to the Parish Council, it ceased to be in the OSPO. By rejoining the OSPO, the Council was restoring the previous control – this meant charging. He was pleased that the resident agreed with what the Council are doing.

Cllr Heaton said that the resident's statement that the Council were reluctant to provide additional parking was incorrect. The Council has set up a working party to look at ways of providing additional parking, both in the existing car park and on new sites.

16/306. County Councillor's & District Councillor's Report

None

16/307. Clerk's Report (Appendix 2)

The works to the damaged wall at St Peter ad Vincula are underway and should be complete within a month. The insurance company have settled the claim and sent payment.

The new website is ready to be hosted. The Clerk is currently checking hosting options as being a ".gov" domain, there are limitations to where it can be hosted.

The Neighbourhood Plan Group is holding a roadshow at the village hall on Saturday 26th November. This is a public meeting and Councillors are encouraged to attend.

16/308. Correspondence received (Appendix 3)

07-11-16	A resident & Business Owner	Support for the implantation of charging for the car park	For information
08-11-16	A Resident	Freedom of Information request regarding charging in the car park	Clerk to action
09-11-16	Stoneham Street Residents	Request for the council to review the charging at the car park and also the play area	Refer to next Traffic Management Meeting
Oct 2016	BT	Request from BT to talk to the parish council regarding Superfast Broadband	On agenda for decision

16/309. To note the report from the Finance Committee

i. Approval of payments for October 2016 (Appendix 4i)

Cllr Lewis requested that the payments list does not include payments to individuals or if they do, there is a full explanation.

It was proposed to approve the payments for October 2016

Resolved:- Proposer Cllr Plumb, Seconder Cllr Phillips – unanimous

ii. To note bank balances (Appendix 4ii)

Noted

iii. To note finance summary and income and expenditure report for October 2016 (2 Appendices 4iii)

Noted

iv. To consider and agree if appropriate the Risk Assessment for 2016/17 (Appendix 4iv)

It was proposed to agree the risk assessment for 2016/17

Resolved: Proposed Cllr Plumb, seconder Cllr Phillips – unanimous

v. To consider and agree if appropriate the Budget for 2017/18

(Appendix 4v)

It was proposed to accept the budget for net expenditure of £49,135 for 2017/18.

Resolved: Proposer Cllr Hagger seconder Cllr Lewis – unanimous

vi. To agree the level of precept for 2017/18 to remain at the 2016/17 level of £154,213 as long as the tax base for Coggeshall does not reduce (Appendix 4vi)

It was proposed that the level of precept for 2017/18 to remain at the 2016/17 level of £154,213 as long as the tax base for Coggeshall does not reduce

Resolved: Proposed Cllr Plumb, seconder Cllr Lewis - unanimous

16/310. To consider and agree if appropriate the following grant applications made to Coggeshall Parish Council (Appendices 5)

i. Coggeshall in Bloom - £500 (5i)

The Clerk advised caution with regard to some of the proposed areas of planting as being businesses; it could involve the Council operating outside of their powers.

The Clerk was asked to write to the group and advise them that the Council fully support their application, but need to see a budget and signed constitution. It was proposed to grant the money, subject to the outstanding information being provided and the Clerk and the Chair being satisfied that the information is in order.

Resolved: proposer Cllr Plumb, seconder Cllr Hagger – one abstention

ii. Coggeshall Community Group - £2,000 (5ii)

The Council would like to support the grant however, following the advice from the EALC, this should be for itemised expenditure such as provision of the portable toilets. The Clerk is to write to the applicant asking them to submit the missing budget and signed constitution and confirmation of charitable status. The application will be reconsidered once the additional information has been provided.

iii. Coggeshall Chamber of Trade - £250-£300 (5iii)

It was proposed to agree a grant of £300 subject to receiving a copy of the Coggeshall Chamber of Trade income and expenditure account. The Clerk and Chairman to have authority to agree the grant should the information be provided and all be in order.

Resolved: Proposed Cllr Unsworth seconder Cllr Plumb – one abstention

iv. Coggeshall Scout and Guide HQ Management Committee - £1,000 (5iv)

It was proposed to give a grant of £1,000 to the Coggeshall Scout and Guide HQ Management Committee. The Chairman commended the group on a well presented grant application.

Resolved: Proposed Cllr Unsworth, Seconder Frith – unanimous

16/311. To consider and comment on the application to divert Footpath 37 in the parish of Coggeshall (adj Coggeshall Football Club) (Appendix 6)

The Parish Council have no objections to the moving of the footpath but have extreme concerns to with regard to the surface of the decking which has been used at the lower edge of the football ground near point E. The Council also have concerns over the drainage channel, which is south of point C and require that these issues are addressed as part of the agreement.

It was proposed to agree to the diversion with the addition of the above comments.

Resolved: Proposer Cllr Lewis seconder Phillips - unanimous

16/312. To consider and agree the issuing of a press release regarding the Stoneham Street Car Park (Appendix 7)

Cllr Unsworth commented that Cllr Lady Newton had agreed to the quotation provided.

It was proposed to agree the press release with the amendments as suggested by Cllr Heaton. The press release would be placed in the public domain at an appropriate time with the agreement of the Chair, Chair of Traffic and Clerk.

Resolved: proposer Cllr Unsworth, Seconder Cllr Hagger – unanimous.

16/313. To consider and agree if appropriate the registration of all Coggeshall Parish Council owned land with the Land Registry.

It was proposed to have a working party to look at the available documents and for the Council to register all the Council owned land with the Land Registry. The clerk is to provide a list of all the Council's land assets and plans where available.

Cllrs Heaton, Lewis and Culemann were appointed to the working party.

Resolved: Proposer Cllr Lewis, seconder Cllr Horne - unanimous

16/314. To consider a request from BT to talk to the Council with regard to Superfast Broadband (Appendix 8)

BT are to be invited to come and talk to CPC with regard to Superfast Broadband

16/315. Update on CCTV

Cllr Unsworth to prepare a proposal on the possibility of providing CCTV in Coggeshall.

9.30 pm it was agreed to suspend standing orders to allow the meeting to continue over 2 hours – Proposed Cllr Phillips seconder Cllr Plumb - unanimous

16/316. To note the report from the Village Hall Committee

Flooring refurbishment will be done in February 2017

The water heater in the kitchen needs replacing and quotes are being obtained.

The committee are looking to charge for storage to commercial organisations

Quotes are being obtained for the doors to be replaced with ones that are more disabled friendly

16/317. To note the report from the Open Spaces

The new path is working well in the recreation ground

Options are being considered for the Old Chapel

16/318. To note the report from the Traffic Management Committee

The NEPP SLA was agreed by the committee
Options are being considered to re-surface the gravel area
A number of options have been considered for alternative layouts for the car park to try and maximise spaces with the possibility of an additional nine spaces.
The committee have agreed to respond to an Essex Highways initiative to put out signs for flash flooding to close roads.

16/319. To consider and agree if appropriate the proposed Service Level Agreement with NEPP (Appendix 9)

It was proposed to accept the proposed Service Level Agreement from NEPP.

Resolved: Proposer Cllr Plumb seconder Cllr Phillips - unanimous

16/320. To note the report from the Planning Committee

The public consultation for the local plan closed on the 19th August. The comments will be considered by Braintree Council at a meeting in the future. The Parish Council have submitted further comments on the proposals for the further sites that have been submitted to BDC

10.00 pm – Cllr Phillips left the meeting

16/321. To consider the following Planning Applications

APPLICATION NO :	16/01789/LBC
DESCRIPTION :	Replacement of French doors to match adjoining properties
LOCATION :	15 Isinglass Mews West Street Coggeshall Essex CO6 1NW
Date for comments	24th November 2016

No comment

APPLICATION NO :	16/01766/LBC
DESCRIPTION :	Regularisation of exterior paint colour
LOCATION :	6 - 8 West Street Coggeshall Essex CO6 1NL
Date for comments	23rd November 2016

No comment

APPLICATION NO :	16/01732/LBC
DESCRIPTION :	Proposed replacement of rotten ground floor and upper (left hand) sash windows
LOCATION :	8 Market End Coggeshall Essex CO6 1NH
Date for comments	24th November 2016

No comment

APPLICATION NO :	16/01804/FUL
DESCRIPTION :	Erection of two storey rear and single storey side extensions
LOCATION :	The Willows Greenacres, Coggeshall Essex CO6 1RB
Date for comments	24th November 2016

No comment

APPLICATION NO :	16/01803/LBC
DESCRIPTION :	Replacement of timber windows
LOCATION :	47 Church Street Coggeshall, Essex CO6 1TX
Date for comments	25th November 2016

No comment

APPLICATION NO :	16/01730/LBC
DESCRIPTION :	Proposed redecoration of front elevation, together with minor repairs to any woodwork required
LOCATION :	10 Market End Coggeshall Essex CO6 1NH
Date for comments	17th November 2016

No Comment

APPLICATION NO :	16/01731/LBC
DESCRIPTION :	Proposed redecoration of front elevation
LOCATION :	2 West Street Coggeshall Essex CO6 1NL
Date for comments	17th November 2016

No Comment

It was proposed that the Council would not comment on all the above applications –

Resolved – Proposed Cllr Plumb, seconder Cllr Thompson - unanimous

16/322. Update from the Neighbourhood Plan Steering Group

There is a road show being planned on 26th November which is open to the public.

16/323. To discuss and agree on the Council's participation at the Coggeshall Neighbourhood Plan roadshow on 26th November.

Councillors will attend on an informal basis. Several councillors are already participating with other organisations.

16/324. Update on the Transport Meeting (Cllr Horne)

Cllr Horne attended the transport meeting and was advised that the bus company are taking an order for 40 new buses.

16/325. Update on the West Tey proposal meeting (Cllr Horne)

Cllr Plumb and Cllr Horne attended a meeting at Marks Tey with regard to the proposed new Garden Suburb at West Tey, organised by the promoters of the project. Both felt the meeting was premature.

16/326. Update on the Big Park Project (Cllr Horne)

The group are engaging with designers to produce proposals

16/327. Update on the IWMF (Cllr Unsworth)

A meeting was held on Saturday that was attended by 120 people. The MP Priti Patel was in attendance and has agreed to make representation to the Secretary of State. Cllr Unsworth is speaking at the ECC Planning Meeting with regard to the water extraction from the Blackwater. It is proposed to meet with other councils.

16/328. Items for next agenda

CCTV

Proposal to commemorate 1918

Update on Grant Applications

16/329. To note date and time of next meeting

Monday 12th December 7.30

The meeting closed at 10.24 pm