



COGGESHALL PARISH COUNCIL

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Minutes of a MEETING OF THE PARISH COUNCIL on **MONDAY 12th DECEMBER 2016** at **7.30 pm** in the Village Hall, Stoneham Street.

16/330. **Those present and apologies for absence**

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

Apologies – Cllr Horne

Also present – Clerk – Debbie Morgan – one member of public

Resolved: It was proposed to accept the apologies of Cllr Horne.

Proposer Cllr Phillips Seconder Cllr Lewis - unanimous

19.34 – Cllr Green arrived

19.44 – Cllr Plumb arrived

20.02 – Cllr Hagger arrived

16/331. **Councillors Declarations**

Cllr Walsh and Cllr Frith declared an interest in 16/340 due to their relationship with St Peter ad Vincula Church.

16/332. **Minutes of previous meetings.**

It was proposed to agree the minutes of the Full Council meeting of 14th November 2016 as a true record. (Appendix 1)

Resolved: Proposer Cllr Thompson seconder Cllr Firth - unanimous

16/333. **Public Participation session with respect to Agenda items and other matters of mutual interest.**

No public requested to speak.

16/334. **County Councillor's & District Councillor's Report**

None – apologies were received as both Councillors were attending a meeting at Braintree District Council.

16/335. **Chairman's Report**

The Chairman advised that he will not tolerate members of the public making personal verbal attacks on Councillors.

The Chairman commented he is working with other local parish councils especially in regard to the incinerator and had recently visited Stisted Council. A working group has been formed in regard to the proposed incinerator and a planning consultant has been appointed. The extraction licence has been approved as the objections from CPC and Priti Patel were dismissed as "confused". The decision on the Environmental Permit will be announced before the end of the year.

16/336. **Clerk's Report** (Appendix 2)

The works to the Church Wall have been completed

A hosting company have been appointed to host the new website and should hopefully be up and running before the end of the year. There may be some disruption to the email service during the change over period.
 The office have been advised by EEC that we own two bus shelters in Coggeshall and these have been added to the asset register.
 We have now received a copy of the budget for the Coggeshall Community Group but it was not in time to make the agenda for the December meeting

16/337. Correspondence received (Appendix 3)

20-11-16	A resident	Complaint against lack of repairs at McColls	Clerk has responded
20-11-16	A resident	Request for Christmas lights to remain until the new year	Clerk has forwarded to Chamber of Trade
29-11-16	A resident	Letter regarding the proposed increases in the Village Hall hire fees	To be forwarded to the Village Hall Committee
16-11-16	A resident	Letter regarding the proposed charging to the car park	Clerk has responded

16/338. To note the report from the Finance Committee

- **Approval of payments for November 2016** (Appendix 4i)
- **To note bank balances** (Appendix 4ii)
- **To note finance summary** (Appendix 4iii) **and income and expenditure report for October 2016** (Appendix 4iv)
- **To agree appointment of Internal Auditor for 2016/17 year-end audit**

It was proposed to approve the payments

Resolved: - Proposed Cllr Plumb seconder Cllr Lewis – unanimous

Bank balances were noted

Finance and income expenditure report was noted

It was agreed to appoint Jan Stobart as internal auditor for 2016-2017

Resolved: Proposed Cllr Plumb – seconder Cllr Lewis - unanimous

16/339. To consider the appointment of a consultant to act for the Parish Council with regard to posting on Social Media (Cllr Unsworth) – (Appendix 5)

The Clerk is to speak with the consultant and check that what he is proposing is compatible with our new website and ask for clarification on how the proposal would work. Carry forward to the next meeting.

16/340. To consider a request from the Parochial Church Council regarding the maintenance of the footpath in section E of the cemetery (Appendix 6)

Resolved: It was proposed to abide by the current agreement and future maintenance is to remain as the responsibility of the church. It was felt that the Council made an original contribution by way of permission of the passage of the drain and this should be mentioned in the reply.

Resolved: Proposer – Cllr Unsworth, seconder Cllr Heaton – two abstentions

16/341. To consider and agree the appointment of Colchester Borough Council Engineers to project manage the resurfacing of the car park area by the

Doctor's Surgery at a fee of £1,125 plus VAT and to agree, if appropriate, the expenditure of £1,000 on signage for the car park (Appendix 7)

Proposed to agree the appointment of CBC Engineers as Project Managers for the resurfacing of the gravel area.

Resolved: Proposed Cllr Plumb seconder Cllr Hagger – unanimous

Proposed to agree the expenditure of £1,000 on fixed signage for the provision of regulated signage to the Stoneham Street Car Park.

Resolved: Proposed Cllr Plumb, seconder Cllr Thompson - unanimous

16/342. To consider a request from the Citizen's Advice Bureau for a grant of £75

(Appendix 8)

Proposed to agree the grant of £75

The Clerk is to enquire as to the cost for the CAB returning to Coggeshall for a monthly surgery.

Resolved: - Proposed – Cllr Phillips seconder Cllr Lewis – unanimous

16/343. To note the report from the Planning Committee (Appendix 9)

Noted

16/344. To consider the following planning application

APPLICATION NO :	16/01993/FUL
DESCRIPTION :	Erection of two storey rear extension, single storey side and front extensions, landscaping and creation of enlarged parking area
LOCATION :	36 Robinsbridge Road Coggeshall Essex CO6 1UL
Date for Comments	21 DEC 16

Cllr Hagger voiced concerns that additional hardstanding may have an effect on the water run-off. The Chairman advised him that this would be covered by Braintree District Council in their report.

It was proposed to make no comment

Resolved: Proposer, Cllr Plumb, seconder, Cllr Walsh – unanimous

16/345. To note the update from the Neighbourhood Plan Steering Group (Appendix 10)

Noted

16/346. To note the update on the Big Park Project (Appendix 11)

Noted

16/347. Items for next agenda

Grant for the Coggeshall Community Group

Social media co-ordination

IWMF

Event to mark the end of WW1

16/348. To note date and time of next meeting

9TH January – 7.30 pm

The meeting finished at 20.23