



# COGGESHALL PARISH COUNCIL

Village Hall, 25 Stoneham Street, Coggeshall, Essex, CO6 1UH  
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Minutes of a meeting of the **PARISH COUNCIL** held on **Monday 9<sup>th</sup> January 2017** at **7.30 pm** in the Village Hall, Stoneham Street.

**17/1. Those present and apologies for absence**

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

Apologies: Cllr Culemann & Green

Also present – Clerk, Debbie Morgan - three members of public

It was proposed to accept the apologies of Cllrs Culemann & Green

**Resolved:** Proposer Cllr Plumb, seconder Cllr Phillips

**17/2. Councillors Declarations**

Cllr Plumb & Heaton declared a non-pecuniary interest in 17/12 as occupants of 44 Stoneham Street are known to them and advised they would not take part in discussion or voting.

**17/3. Minutes of previous meetings.**

The minutes of the Full Council meeting of 12<sup>th</sup> December 2016 were agreed as a true record. (Appendix 1)

**Resolved:** Proposer Cllr Plumb, seconder Cllr Hagger - unanimous

**17/4. Public Participation session with respect to Agenda items and other matters of mutual interest.**

Cllr Robert Mitchell introduced himself as a District Councillor for Kelvedon and Feering and also advised the Council that he would be putting his name forward for possible election for the Coggeshall region supported by the Conservative party. He is also involved in Waste Management Plan and NEPP.

**17/5. To consider an application from Ms Anna Claydon-Appleton with regard to Co-option onto the Parish Council as councillor.** (Appendix 2)

It was proposed to co-opt Ms Anna Claydon-Appleton as a Councillor for Coggeshall Parish Council East Ward

**Resolved:** Proposer Cllr Frith, seconder Cllr Horne – unanimous

Ms Anna Claydon-Appleton signed the Declaration of Acceptance of Office form and joined the meeting.

**17/6. County Councillor's & District Councillor's Report**

None present

**17/7. Clerk's Report** (Appendix 3)

The Parish Van required a new injector to be fitted last month,

The new website is live as of today. It is a little slow, but this is being addressed.

A public consultation for the proposed A120 routes is being held at Coggeshall Village hall on Saturday 25<sup>th</sup> February. Details of times etc will be provided next month.

The Community bus are looking for volunteer drivers

Damage of £300 was done to the village hall roof before Christmas with a boy running on the roof. Approximately 20 slates were damaged. The matter was reported to the police.

Correspondence has been received regarding the Community Speed Watch scheme as this is now being run as a joint collaboration with Essex Police and Essex Fire brigade. This will be added to the agenda for the next Traffic Management meeting.

The A120 and the A12 will be closed overnight for the next three months. Details have been posted on Facebook and the notice boards

**17/8. To note the report from the Finance Committee** (Appendix 4)

- I. Approval of payments for December 2016 (Appendix 4i - due to early Christmas cut-off of ledger a further list of payments will be circulated prior to the meeting detailing payments received between Christmas and new year Appendix 4ii – to follow)
- II. To note bank balances (Appendix 4iii)
- III. Precept form signature  
To approve and sign the Braintree District Council Precept form requesting a precept of £154, 213 for 2017/18 and confirming 2017/18 budget of £49,135 net expenditure (Appendix 4iv)

It was proposed to approve payments for December 2016

**Resolved:** Proposer Cllr Plumb, seconder Cllr Horne - unanimous

It was resolved to approve the Braintree District Council Precept form

**Resolved:** Proposer Cllr Plumb, seconder Cllr Lewis - unanimous

The precept form was signed by Cllr Unsworth and the Clerk

**17/9. Correspondence received** (Appendix 5)

13-12-16	A Resident	Letter regarding Stoneham Street Car Park and the Play Area	Response sent by clerk
13-12-16	A Resident	Letter requesting information on the Stoneham Street Car Park	Response sent by clerk
22-12-16	BDC Planning	Letter regarding the Open Spaces Action Plan	To be added to the agenda for the next Open Spaces meeting
22-12-16	Highways England - Amey	Letter advising of A120 & A12 Road Closures	For information

Noted

**17/10. To consider a request from the Coggeshall Community Group for a Grant Application for £2,000 for the funding of a Community Fun Day.** (Appendix 6)

It was proposed that the Council will provide direct funding for services up to a maximum of £2,000 including VAT. These costs should be supported with VAT invoices before payment is to be made. The Community Group should also credit CPC with the support in their literature.

**Resolved:** Proposer Cllr Unsworth, seconder Cllr Hagger

**17/11. To note the report from the Planning Committee**

A small working group comprising Cllr Lewis, Horne, Unsworth and Plumb were appointed to put a response to the Secretary of State appeal regarding the land north of West Street. Cllr Plumb has finalised the response and will circulate it to all Councillors tomorrow.

**17/12. To consider the following planning applications**

<b>APPLICATION NO</b>	16/01607/FUL
<b>DESCRIPTION</b>	Demolition of existing outhouse and erection of two storey rear extension
<b>LOCATION</b>	44 Stoneham Street Coggeshall Essex CO6 1UH
<b>Date for comments</b>	<b>10<sup>th</sup> January 2017 (extension given)</b>

Cllr Thompson has viewed the property and has concerns with regard to the potential loss of parking

It was proposed to make a neutral comment on the application that the Council have concerns over the loss of a parking space as parking is an issue in that area, but would leave the decision to the planning officer.

**Resolved:** Proposer Cllr Thompson, seconder Walsh – 2 abstentions

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<b>APPLICATION NO :</b>	16/02134/LBC
<b>DESCRIPTION :</b>	Removal of internal partition walls to create an open kitchen / dining area
<b>LOCATION :</b>	51 - 53 East Street Coggeshall Essex CO6 1SJ
<b>Date for Comments</b>	<b>18<sup>th</sup> January 201</b>

No comment

**Resolved:** Proposer Cllr Thomspson , seconder Plumb

<b>APPLICATION NO :</b>	16/02108/FUL
<b>DESCRIPTION :</b>	Demolition of existing garage and rear utility and erection of single storey side extension, together with alterations to driveway
<b>LOCATION :</b>	10 Churchfield Road Coggeshall Essex CO6 1QE
<b>Date for Comments</b>	<b>10<sup>th</sup> January 2017</b>

No comment

**Resolved:** Proposer Cllr Thompson, seconder Cllr Lewis

**17/13. Items for next agenda**

To consider Cllr Appleton-Claydon nomination for committees

**17/14. To note date and time of next meeting**

Monday 13<sup>th</sup> February 2017 – 7.30 pm

(Items for the agenda should be with the clerk by Monday 6<sup>th</sup> February)

The meeting closed at 8.30 pm