



# 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 12<sup>th</sup> JUNE 2017** at **7.30 PM** in the Village Hall, Stoneham Street.

Agenda /Minute Number	Agenda Item	Appendix Number
17/132.	<p><b>Those present and apologies for absence</b>  Present: Cllrs Frith, Plumb, Phillips, Culemann, Horne, Thompson, Hagger &amp; Appleton-Claydon  Apologies: Cllr Green, Heaton, Unsworth Lewis &amp; Walsh  <b>Resolved</b> – Proposed Cllr Culemann, seconder  Also present: Clerk, Debbie Morgan, Two members of public and County Councillor Robert Mitchell.</p>	
17/133.	<p><b>Councillors Declarations</b>  Cllr Frith declared a non-pecuniary interest in 17/148 as a church member he uses the space to park his car</p>	
17/134.	<p><b>Minutes of previous meetings.</b>  The minutes of the Full Council meeting held on Monday 8<sup>th</sup> May were agreed as a true record.  <b>Resolved:</b> Proposer Cllr Plumb, seconder Cllr Thompson - unanimous</p>	App 1
17/135.	<p><b>Public Participation session with respect to Agenda items and other matters of mutual interest.</b>  Alex Stevenson from the Neighbourhood Plan group gave an update on the Coggeshall Neighbourhood Plan including the aspirational projects for the centre and a possible community shop.</p>	
17/136.	<p><b>County Councillor's &amp; District Councillor's Report</b>  Cllr Mitchell introduced himself as the new County Councillor and advised the council he had been appointed a Deputy Cabinet member for ECC Highways.</p>	
17/137.	<p><b>Clerk's Report</b>  The land registry project is progressing and now plans have been produced for the Hamlet and the Recreation Ground these areas should be registered in the next few weeks.  The initial review meeting for the Village of the Year competition was held on 12<sup>th</sup> May and we are waiting to hear if we have made it through to the second round.  The car park has now been tarmacked  The Clerk has written to a number of businesses and pubs in the centre regarding the discarding of cigarette ends and has asked them to display posters and buckets  The public exhibition for the Local Plan is being held on Monday 26<sup>th</sup> June at the Church Hall in Coggeshall 2 pm – 8 pm  The land in East Street appears to now be under offer and therefore not included on the agenda for discussion.  The Queen's Head in Surrex has recently been vandalised and</p>	App 2

	apparently police attended recently and found a number of Honywood pupils at the property																									
17/138.	<p><b>Correspondence received</b></p> <table border="1"> <tr> <td>10-05-17</td> <td>Highways England</td> <td>Follow up from the public consultation on the A12 &amp; A120</td> <td>For information</td> </tr> <tr> <td>11-05-17</td> <td>A Resident</td> <td>Complaint about noise being made by the market</td> <td>Referred to BDC</td> </tr> <tr> <td>25-05-17</td> <td>BALC</td> <td>Invitation to attend the AGM and notification of three vacancies on the Executive Committee</td> <td>For information</td> </tr> <tr> <td>01-06-17</td> <td>A Resident</td> <td>Request for a memorial</td> <td>Clerk has responded</td> </tr> <tr> <td>05-06-17</td> <td>A Resident</td> <td>Allegation of damage to fence at Tey Road Allotments</td> <td>Referred to BDC who are Landlords</td> </tr> <tr> <td>05-06-17</td> <td>A Resident</td> <td>Email advising of possible harm to newts and slowworms at Tey Road Allotments</td> <td>Referred to BDC who are Landlords</td> </tr> </table>	10-05-17	Highways England	Follow up from the public consultation on the A12 & A120	For information	11-05-17	A Resident	Complaint about noise being made by the market	Referred to BDC	25-05-17	BALC	Invitation to attend the AGM and notification of three vacancies on the Executive Committee	For information	01-06-17	A Resident	Request for a memorial	Clerk has responded	05-06-17	A Resident	Allegation of damage to fence at Tey Road Allotments	Referred to BDC who are Landlords	05-06-17	A Resident	Email advising of possible harm to newts and slowworms at Tey Road Allotments	Referred to BDC who are Landlords	App 3
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17/139.	<p><b>To note the report from the Finance Committee/RFO</b></p> <p><b>I. Approval of payments for May 2017 (Appendix 4i)</b></p> <p><b>II. To note bank balances (Appendix 4ii)</b></p> <p><b>III. To note finance summary (Appendix 4iii) and income and expenditure report for May 2017 (Appendix 4iv)</b></p> <p>It was proposed to approve the payments for May 2017</p> <p><b>Resolved:</b> Cllr Plumb seconder Cllr Thompson - unanimous</p>	App 4																								
17/140.	<p><b>To note the minutes from the Village Hall Committee</b></p> <p>Noted</p>	App 5																								
17/141.	<p><b>To note the minutes from the Open Spaces Committee</b></p> <p>Noted</p>	App 6																								
17/142.	<p><b>To note the minutes from the Planning Committee</b></p> <p>Noted</p>	App 7																								
17/143.	<p><b>To consider the appointment of the following Councillors to named standing Committees (suspend Standing Orders)</b></p> <p><b>Cllr Appleton-Claydon – Traffic Management</b></p> <p><b>Cllr Michael Horne – Village Hall &amp; Planning</b></p> <p><b>Cllr Tom Walsh – Finance</b></p> <p><b>It was proposed to suspend standing orders to agree the above.</b></p> <p><b>Resolved:</b> Cllr Plumb seconder Cllr Phillips two – unanimous</p> <p>It was proposed to agree Cllr Appleton -Claydon being on the Traffic Management Committee</p> <p><b>Resolved:</b> Cllr Plumb seconder Cllr Thompson two – unanimous</p> <p>It was proposed to agree to Cllr Michael Horne being on the Village Hall and Planning Committee</p> <p><b>Resolved:</b> Cllr Appleton-Claydon seconder Cllr Phillips - unanimous</p> <p>It was proposed to agree to Cllr Walsh being on the Finance Committee.</p> <p><b>Resolved:</b> Cllr Plumb seconder Cllr Phillips - unanimous</p>																									
17/144.	<p><b>To approve the proposed amendments to the Standing Orders</b></p> <p>It was proposed to agree to the suggested amendments to the Standing Orders.</p> <p><b>Resolved:</b> Cllr Plumb seconder Cllr Frith – unanimous</p>	App 8																								

17/145.	<b>Update on Broadband and to consider a second public meeting</b> It was agreed to support a second meeting with County Broadband	
17/146.	<b>Update from Cllr Horne with regard to West Tey and CAUSE</b> Cllr Horne was at the Community Event on Saturday and expressed concern that a number of residents in Coggeshall were unaware of the West Tey Proposal.	
17/147.	<b>To re-consider a request from the Amalgamated Charities with regard to the Parish Council nominated Trustees</b> It was proposed to stand by the original decision of two nominated <b>Resolved:</b> Cllr Culemann seconder Cllr Hagger - unanimous	App 9
17/148.	<b>To discuss and review if appropriate the agreement between Coggeshall Parish Council and the Church with regard to the use of the Council owned driveway to the east of the Church.</b> It was proposed to remind the PCC of the original agreement on vehicle access from the Parish Council owned driveway and that access is to be restricted to elderly and disabled people on Worship Days as proposed in the minutes in January 2014. <b>Resolved:</b> Cllr Hagger seconder Cllr Plumb – one abstention	App 10
17/149.	<b>To consider and agree to Coggeshall Parish Council subscribing to the Institute of Cemetery management at an annual cost of £90</b> It was proposed that the Council should join the Institute of Cemetery Management <b>Resolved:</b> Cllr Hagger seconder Cllr Frith - unanimous	App 11
17/150.	<b>To consider and agree the proposed land prices to be submitted to the Council's solicitor for land registry purposes.</b> It was proposed to agree the proposed land prices based on agricultural values. <b>Resolved:</b> Cllr Phillips seconder Cllr Horne - unanimous	App 12
17/151.	<b>To review and agree the agreement from Essex County Council with regard to the placement of the planters and troughs in Coggeshall.</b> It was proposed that the Clerk signs the agreement and a copy is sent to the Coggeshall in Bloom team <b>Resolved:</b> Cllr Plumb seconder Cllr Thompson - unanimous	App 13
17/152.	<b>To agree the attendance of two representatives from the Parish Council to the West Tey Briefing on June 20<sup>th</sup> 2017</b> It was proposed that Cllr Walsh and Cllr Horne attend the briefing. <b>Resolved:</b> Cllr Plumb seconder Cllr Frith – unanimous	App 14
17/153.	<b>To consider and agree the proposal from Braintree District Council with regard to the advertising of the Off Street Parking Order</b> It was proposed to give Braintree the authority to proceed with the Off Street Parking Order application and agree the cost of the advertising at £1,500. <b>Resolved:</b> Cllr Plumb seconder Cllr Thompson - unanimous	App 15
17/154.	<b>To consider and agree if appropriate a change to the office opening times.</b> It was agreed to change the office opening hours to 9.00 am to 12.00 noon <b>Resolved:</b> Cllr Frith seconder Cllr Thompson - unanimous	
17/155.	<b>Items for the next agenda</b> Neighbourhood Plan to be added to the Planning Meeting update	

17/156.	<b>To note the date and time of the next meeting</b> 10 <sup>th</sup> July – 7.30 pm	
17/157.	<b>To close the meeting to the press and the public to discuss item of a sensitive nature</b>	

The meeting closed at 9.24