



COGGESHALL PARISH COUNCIL

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Minutes of a meeting of **THE PARISH COUNCIL** held on **MONDAY 13th AUGUST 2018** at **7.30 pm** in the Village Hall, Stoneham Street.

Agenda /Minute Number	Agenda Item	Appendix Number
18/182.	<p>Those present and apologies for absence Present: Cllrs Frith, Heaton, Phillips, Culemann, Horne, Hagger & Appleton-Claydon Apologies: Cllrs Walsh, Unsworth, Plumb, Keig & Thompson Not present: Cllr Barnes Also present: Clerk – Debbie Morgan, three members of public, Cllr Lynette Bowers-Flint and Cllr Bowers.</p>	
18/183.	<p>Councillors Declarations None</p>	
18/184.	<p>Minutes of previous meetings. The minutes of the Full Council meeting held on Monday 9th July 2018 were agreed with the following amendment as proposed by Cllr Culemann 18/167 – Cllr Culemann did research on the internet and found the computers cheaper, but this did not include the setting up. Resolved: Proposer Cllr Culemann, seconder Cllr Appleton-Claydon - unanimous</p>	App 1
18/185.	<p>Public Participation session with respect to Agenda items and other matters of mutual interest. A member of public mentioned that one of the workmen had been seen emptying one of the litter bins in West Street and was not wearing a hi-vis vest. (Item 18/199 was brought forward to be discussed straight away)</p>	
18/186.	<p>County Councillor's & District Councillor's Report Cllr Lynette Bowers-Flint spoke with regard to the Garden Communities. Both Braintree and Tendring have agreed to carry on with option two. Colchester have not yet decided and are due to meet at the end of August.</p>	
18/187.	<p>Clerk's Report and current projects list Land registry project The clerk has chased the Council's solicitor regarding the registration of the clock tower and the cemetery and has been promised an update for the September meeting. Vandalism The playboat in the recreation ground was set alight. The insurance company have settled the claim although we have to pay a £250 excess.</p>	App 2

	<p>Neighbourhood Plan Group Grant The application to Locality for the grant for the Strategic Environmental Assessment has been approved</p> <p>Village of the year competition. Coggeshall came first in their class and second overall in the RCCE</p> <p>Littering / Fly Tipping A number of fix penalty notices have been issued by Braintree District Council for instances of littering and unauthorised waste being left by the recycling bins in the Stoneham Street Car Park</p> <p>Scaffolding - The Parish Council had received a request from a developer to erect scaffold in the car park to facilitate the construction of garages on an adjacent plot. Some documentation was received, but it was felt that the documentation was not sufficiently detailed for a decision to be made. The clerk requested scale drawings and further information on time scales on 27th July, but as yet, these have not been received.</p>																									
18/188.	<p>Correspondence received</p> <table border="1"> <tr> <td>20/06/2018</td> <td>J S Wright</td> <td>Letter regarding alleged footpath</td> <td>For information</td> </tr> <tr> <td>30/06/2018</td> <td>Priti Patel</td> <td>Letter regarding anti-social behaviour in Fabians Park</td> <td>Clerk to respond</td> </tr> <tr> <td>12/07/2018</td> <td>NHS Chelmsford</td> <td>Outcome of decisions on hospital services</td> <td>For information</td> </tr> <tr> <td>16/07/2018</td> <td>EALC</td> <td>Letter from the EALC congratulating CPC on the success in the Village of the Year competition</td> <td>For information</td> </tr> <tr> <td>23/07/2018</td> <td>A resident</td> <td>Letter thanking the Parish Council for the naming of the Owen Martin Nature reserve</td> <td>For information</td> </tr> <tr> <td>31/07/2018</td> <td>Stop Stansted Expansion</td> <td>Letter requesting support</td> <td>For discussion</td> </tr> </table> <p>Cllr Horne advised the committee he is willing to keep in touch with the Stop Stansted Expansion group.</p>	20/06/2018	J S Wright	Letter regarding alleged footpath	For information	30/06/2018	Priti Patel	Letter regarding anti-social behaviour in Fabians Park	Clerk to respond	12/07/2018	NHS Chelmsford	Outcome of decisions on hospital services	For information	16/07/2018	EALC	Letter from the EALC congratulating CPC on the success in the Village of the Year competition	For information	23/07/2018	A resident	Letter thanking the Parish Council for the naming of the Owen Martin Nature reserve	For information	31/07/2018	Stop Stansted Expansion	Letter requesting support	For discussion	App 3
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18/189.	<p>To note the report from the Finance Committee/RFO (Appendix 4)</p> <p>I. To agree payments for July 2018</p> <p>II. To note the bank balances</p> <p>III. To note the report on the review of reserves</p> <p>IV. To note the 2019-20 budget process</p> <p>It was proposed to agree the payments for July 2018</p> <p>Resolved: Proposer Cllr Culemann, seconder Cllr Phillips - unanimous</p>	App 4																								
18/190.	<p>To consider and agree if appropriate changes to the Financial Regulations as proposed by the RFO in the attached report.</p> <p>It was suggested that this matter is deferred to the next Full Council meeting.</p>	App 5																								
18/191.	<p>To note the minutes from the Open Spaces Committee</p> <p>Noted</p>	App 6																								
18/192.	<p>To note the minutes from the Planning Committee</p> <p>Noted</p>	App 7																								
18/193.	<p>To consider the following Planning Applications</p>	App 8																								

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18/194.	<p>To agree the expenditure of the Neighbourhood Plan budget of £1,500 on a health check</p> <p>It was proposed to agree to the expenditure of £1,500 for a health check for the Neighbourhood Plan using Charisma Planning. Resolved: Proposer Cllr Culemann, seconder Cllr Frith - unanimous</p>	App 9								
18/195.	<p>To note the letter from BDC with regard to the Community Governance review</p> <p>Noted</p>	App 10								
18/196.	<p>To consider an offer for a free trial of CCTV to the recreation ground and to discuss possible options to reduce the incidences of anti-social behaviour in Coggeshall</p> <p>It was proposed to create a working party to research the options to reduce anti-social behaviour. The working party to also liaise with Honeywood School and look at the offer of the free CCTV. Cllrs Appleton-Claydon, Frith, Culemann, Phillips & Horne were appointed to the working party to research possible options and report back to the Full Council.</p>	App 11								
18/197.	<p>To note the settlement of the insurance claim for the playboat and to agree the system of expenditure for the money.</p> <p>It was suggested that this item should be referred to the Open Spaces Committee for a recommendation to Full Council.</p>									
18/198.	<p>To consider an inhouse finance training course at a cost of approximately £250</p> <p>Resolved: Proposer Cllr Culemann, seconder Cllr Horne - unanimous</p>	App 12								
18/199.	<p>To consider and agree if appropriate a request for a grant of £500 from the Coggeshall in Bloom group</p> <p>Cllr Appleton Claydon proposed that the application for a grant of £500 be agreed, subject to the receipt of two quotations/estimates and a list of the planters and the locations. Resolved: Proposer Cllr -Appleton-Claydon, seconder Cllr Culemann - unanimous</p>	App 13								
18/200.	<p>Update from the Co-op with regard to a request for trees to be planted at Doubleday Corner</p> <p>It was noted that the Co-op have rejected the possibility of planting trees to the paved area in front of Doubleday corner as it was felt the costs were prohibitive. They would consider the installation of additional planters.</p>	App 14								

18/201.	To consider and agree a request for a change to Standing Orders to define a procedure and policy for the reporting of planning breaches. It was agreed that the amendments as proposed should be adopted. Resolved: Proposer Cllr Culemann, seconder Cllr Heaton - unanimous	App 15
18/202.	Update on the cleaning of the war memorial One quotation has been received and a second quotation is awaited. It was proposed accept the lowest quotation subject to the quality being equal. The Clerk is to apply to BDC for a grant from the Councillor's Community Grant Fund Resolved: Proposer Cllr Appleton-Claydon, seconder Cllr Culemann - unanimous	
18/203.	To consider and agree the agreement for displaying the knitted poppies in the library It was proposed to agree to the agreement from ECC with regard to the display of the knitted poppies. Resolved: Proposer Cllr Culemann, seconder Cllr Appleton-Claydon - unanimous	App 16
18/204.	Items for the next agenda Occupational licence for the Museum Changes to the Finance Regulations WW1 commemoration update Big park project	
18/205.	To note the date and time of the next meeting Monday 10 th September 2018	

The meeting closed at 20.50