



COGGESHALL PARISH COUNCIL

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Minutes of a meeting of the **PARISH COUNCIL** held on **Monday 11th February 2019** at **7.30 pm** in the Village Hall, Stoneham Street.

Agenda /Minute Number	Agenda Item	Appendix Number
19/34.	Those present and apologies for absence Present: Cllrs Unsworth, Plumb, Phillips, Culemann, Thompson, Appleton-Claydon, Barnes & Keig Apologies: Cllr Hagger, Walsh & Heaton Not present: Cllr Horne Also present: Clerk – Debbie Morgan, three members of public, District Cllr Robert Mitchell	
19/35.	Councillors Declarations Cllr Unsworth declared non-pecuniary interest in 19/51 as the quarry would be in the field behind his property, but not directly behind his house.	
19/36.	Minutes of previous meetings. The minutes of the Full Council meeting of Monday 14 th January 2019 were agreed as a true record. Resolved: Proposer Cllr Plumb, seconder Cllr Phillips - unanimous	App 1
19/37.	Public Participation session with respect to Agenda items and other matters of mutual interest. A member of public felt that it was important that a distinction was made between the gravel pit / quarry and the flood defences and these should be dealt with as separate items. A resident who is active in lobbying for the library advised that they had been meeting with local Councillors and attended the protest march on Saturday. A resident asked how the registration of the clock tower and the cemetery was progressing.	
19/38.	County Councillor's & District Councillor's Report Cllr Robert Mitchell advised that he had been meeting with Coggeshall residents regarding the library consultation and is also continuing with trying to get as many potholes filled in the area.	
19/39.	Clerk's Report and current projects list The clerk has now completed all the necessary statements and forms for the registration of the middle section of the cemetery and the clock tower. The solicitor has submitted these to Land Registry and it is expected that it will be a few months before a decision is made. The clerk will be contacting LCPAS in the next few weeks to arrange the Data Protection Audit.	App 2

	<p>EALC are running a briefing on the Essex County Council Library proposals on Thursday 14th February. Councillors are eligible to attend. This is a free briefing. Cllr Walsh will be attending along with a member of the Coggeshall lobby group.</p> <p>The Anti-Social Behaviour Working Party are meeting with Cllr Lynette Bowers-Flint on 19th February at 6.00 pm to look at options for reducing the incidences.</p> <p>The Coggeshall Neighbourhood Plan has now gone to Regulation 14 which is the initial public consultation. Questionnaires have been delivered to all Coggeshall parish properties. The closing date is 11th March.</p> <p>Information on the Parish and District Elections on 2nd May 2019 is on the Parish website and has been posted on the Council's Facebook page. A small number of explanatory leaflets are available from the Clerk to anyone interested in standing.</p> <p>Cllr Appleton-Claydon requested that Cllr Barnes was added to the Big Park Project and also Cllr Walsh to the IMWF</p>	
19/40.	<p>To review and agree the draft letter in relation to the Essex County Council library public consultation.</p> <p>It was agreed to send the letter as drafted.</p> <p>Resolved: Proposer Cllr Keig, seconder Cllr Appleton-Claydon-unanimous</p>	App 3
19/41.	<p>To note the report from the Finance Committee/RFO</p> <p>I. To agree payments for January 2019</p> <p>II. To note bank balances</p> <p>III. To note the income and expenditure report</p> <p>IV. To note the direct debits and regular payments</p> <p>It was proposed to approve the payments for January 2019</p> <p>Resolved: Proposer Cllr Plumb, seconder Cllr Thompson - unanimous</p>	App 4
19/42.	<p>To review and agree the precept website statement</p> <p>It was proposed to agree the precept website statement as drafted</p> <p>Resolved: Proposer Cllr Thompson, seconder Cllr Plumb - unanimous</p>	App 5
19/43.	<p>To approve the Finance Committee recommendation to appoint Mrs J Stobart FCCA as the Council's internal auditor at a fee of £200.</p> <p>It was proposed to agree the appointment of Mrs J Stobart as the Council's internal auditor</p> <p>Resolved: Proposer Cllr Plumb, seconder Cllr Appleton-Claydon - unanimous</p>	
19/44.	<p>To authorise the RFO to sign a letter of instruction to Mrs Stobart in the form now presented to the Council</p> <p>it was proposed to authorise the RFO to sign the letter of instruction</p> <p>Resolved: Proposer Cllr Plumb, seconder Cllr Phillips - unanimous</p>	App 6
19/45.	<p>To approve the Utility Aid recommendations and authorise them to fix contracts with SSE (Southern Electric) in respect of electricity supply until 30 September 2022 and also with SSE for gas supply for 36 months. To further authorise the Clerk and or RFO to sign the necessary documentation to implement the arrangements with Utility Aid / the proposed suppliers</p> <p>It was proposed to approve the Utility Aid recommendations.</p>	App 7

	Resolved: Proposer Cllr Phillips, seconder Cllr Thompson - unanimous	
19/46.	To note the draft minutes from the Village Hall Committee Noted	App 8
19/47.	To note the draft minutes from the Open Spaces Committee Noted	App 9
19/48.	To note the draft minutes from the Planning Committee Noted 20.11 – Cllr Barnes arrived	App 10
19/49.	To note the draft minutes from the Finance Committee Noted	App 11
19/50.	To consider and agree if appropriate an offer of free defibrillator training It was agreed to allow the hall for free. Resolved: Proposer Cllr Barnes, seconder Cllr Appleton-Claydon - unanimous	App 12
19/51.	Update on the Environment Agency scoping meeting (Cllr Unsworth) Cllr Unsworth gave a presentation on the EA proposals. The Clerk is to write to the Planning Officer and advise that it was felt that insufficient time was given for a response. The EA workshop was not until 24 th January and a response was required on 28 th January. Additionally the EA did not provide copies of the slides so it could be discussed with the whole council until Friday 8 th February. The scheme will now be discussed at the planning meeting on 25 th February. Cllr Unsworth to make his comments available for the planning meeting and provide a request signed by five Councillors for the motion to be reconsidered.	
19/52.	Update on the CAUSE Seminar (Cllr Walsh) Cllr Unsworth attended the seminar and gave an update.	
19/53.	Update on the IWMF (Cllr Unsworth) Cllr Unsworth updated on the public consultation that took place. The applicant is going for additional planning on the stack height, but a date has not been agreed. The PAIN action group is asking for the planning application to be called in and this is being supported by the MP, Priti Patel.	
19/54.	To note the public consultation with regard to the Chelmsford Park and Ride and to agree a response if appropriate No comment Resolved: Proposer Cllr Barnes, seconder Cllr Keig - unanimous	App 13
19/55.	Items for the next agenda TBA	
19/56.	To note the date and time of the next meeting Monday 11 th March 2019 – 7.30 pm	
19/57.	To close the meeting to the press and the public to consider matters of a sensitive nature It was proposed to close the meeting to the press and public.	

	Resolved: Proposer Cllr Unsworth, seconder Cllr Culemann - unanimous	
19/58.		App 14

The meeting closed at 21.15 pm