



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 8th April 2019** at **7.30 pm** in the Village Hall, Stoneham Street.

| Agenda /Minute Number | Agenda Item | Appendix Number |
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| 19/82. | <p>Those present and apologies for absence Present: Cllrs Unsworth, Plumb, Phillips, Culemann, Horne, Appleton-Claydon, Barnes, Keig & Walsh Apologies: Cllrs Heaton & Hagger Also present: Clerk – Debbie Morgan, five members of public, Cllr Robert Mitchell, Cllrs Lynette Bowers-Flint & Cllr Bowers</p> | |
| 19/83. | <p>Councillors Declarations Cllr Barnes – 19/88 Appendix 3 – Correspondence relating to the Soaring High event in the Village Hall</p> | |
| 19/84. | <p>Minutes of previous meetings. The minutes of the Full Council meeting of Monday 11th March 2019 were agreed as a true record. Resolved: Proposer, Cllr Horne, seconder Cllr Appleton-Claydon– unanimous</p> | App 1 |
| 19/85. | <p>Public Participation session with respect to Agenda items and other matters of mutual interest. A member of public spoke about the litter in the verges and the fields in and around Coggeshall Parish. The member of public acknowledged that he was not covered by insurance for litter picking. A member of the library group updated the Parish Council on the progress including a proposed March on 18th May. They also confirmed that they had submitted an expression of interest to run the library as a community library if required. A member of public spoke against a planning application at Scripps Farm</p> | |
| 19/86. | <p>County Councillor’s & District Councillor’s Report Cllr Lynette-Bowers-Flint spoke with regard to the Library and has been in touch with the Coggeshall support group. Grant money has been given to the Coggeshall Scout and Guide movement for the purchase of tents. She also suggested that the member of public contacted Braintree District Council “Green Heart” to involve in community litter pick Cllr Mitchell advised that libraries would only save ECC about £2m per year. The chair moved item 19/106 for immediate discussion</p> | |
| 19/87. | Clerk’s Report | App 2 |

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| | <p>The Land registry have sent their surveyor to inspect the clock tower and it is not expected a further update will be received until May. We are awaiting a surveyor to inspect the cemetery. The Council need to agree a value for the land and this is on the agenda.</p> <p>The clerk will be contacting LCPAS in the next few weeks to arrange the Data Protection Audit.</p> <p>Questionnaires for regulation 14 for the Neighbourhood Plan have been delivered to all Coggeshall parish properties. The closing date was 11th March and the responses are being collated.</p> <p>Nominations for the Parish and District Council elections closed on Wednesday 3rd April. The Parish Councillors have been elected unopposed. District Councillor elections will take place on 2nd May. We have been advised by Braintree District Council that they hope to commence the legal process for controls to be implemented in the Stoneham Street Car Park at the beginning of May.</p> <p>We have been advised that due to insufficient advertising support, the Tiptree & Coggeshall Life Magazine will no longer be delivered to houses in Coggeshall, but will be available including the village hall Barclay-Penny are holding a free defibrillator training session in the Village Hall on Saturday 13th April 2019</p> <p>An invitation has been received from Holmes and Hills to attend a free commercial property law update seminar which is being held in Colchester on Wednesday 22nd May.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19/88. | <p>Correspondence received</p> <table border="1" data-bbox="347 1070 1323 1686"> <tr> <td>01/03/2019</td> <td>Environment Agency</td> <td>Coggeshall Flood Alleviation Scheme</td> <td>For information</td> </tr> <tr> <td>01/03/2019</td> <td>Coggeshall Allotment and Garden Society</td> <td>Request for a part of the Hamlet to be used for picnic benches</td> <td>Pass to Allotment Sub-Committee for consideration</td> </tr> <tr> <td>06/03/2019</td> <td>Environment Agency - Roger Webster</td> <td>Coggeshall Flood Alleviation Scheme</td> <td>For information</td> </tr> <tr> <td>07/03/2019</td> <td>NHS Foundation Trust</td> <td>Public Meeting</td> <td>For consideration</td> </tr> <tr> <td>08/03/2019</td> <td>Regional Life</td> <td>Changes to Coggeshall and Tiptree Life distribution</td> <td>For information</td> </tr> <tr> <td>11/03/2019</td> <td>Soaring High School</td> <td>Issue with damage to village hall doors</td> <td>Pass to Village Hall Committee for comment</td> </tr> <tr> <td>29/03/2019</td> <td>Stop Stansted Expansion</td> <td>Stansted Expansion</td> <td>For further consideration</td> </tr> </table> | 01/03/2019 | Environment Agency | Coggeshall Flood Alleviation Scheme | For information | 01/03/2019 | Coggeshall Allotment and Garden Society | Request for a part of the Hamlet to be used for picnic benches | Pass to Allotment Sub-Committee for consideration | 06/03/2019 | Environment Agency - Roger Webster | Coggeshall Flood Alleviation Scheme | For information | 07/03/2019 | NHS Foundation Trust | Public Meeting | For consideration | 08/03/2019 | Regional Life | Changes to Coggeshall and Tiptree Life distribution | For information | 11/03/2019 | Soaring High School | Issue with damage to village hall doors | Pass to Village Hall Committee for comment | 29/03/2019 | Stop Stansted Expansion | Stansted Expansion | For further consideration | App 3 |
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| 29/03/2019 | Stop Stansted Expansion | Stansted Expansion | For further consideration | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19/89. | <p>To note the report from the Finance Committee/RFO</p> <ol style="list-style-type: none"> I. To agree payments for March 2019 II. To note bank balances III. To note the income and expenditure report IV. To note the confirmation of Trade for the re-investment of monies into the Lloyds bank 367-day account <p>It was proposed to agree the payments for March 2019</p> <p>Resolved: Proposer, Cllr Plumb, seconder Cllr Horne – unanimous</p> | App 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | Cllr Plumb advised that the call for budget items to the committees for the following year will take place earlier and these items will be need to be costed before being accepted in the budget. | | | | | | | | | |
| 19/90. | To note the invoice from the EALC with regard to the annual subscription fee and to agree if appropriate, to continued membership It was proposed to continue with the annual subscription for the EALC Resolved: Proposer, Cllr Unsworth, seconder Cllr Horne – unanimous | App 5 | | | | | | | | |
| 19/91. | To note the correspondence from ECC regarding the changes to the library and to discuss and consider making an Expression of Interest in being part of a community managed library The clerk advised that at the time of the agenda she was not aware that the Save Coggeshall Library Group had made a submission of interest. It was proposed that the Parish Council would support the Save Coggeshall Library Group where possible. Resolved: Proposer, Cllr Phillips, seconder Cllr Barnes – unanimous | App 6 | | | | | | | | |
| 19/92. | To consider and agree the Parish Council CCTV policy Cllr Unsworth contact BDC and will report back at the June meeting | App 7 | | | | | | | | |
| 19/93. | To note Cllr Heaton's resignation as Broadband Champion Noted | App 8 | | | | | | | | |
| 19/94. | To note the request from the Solicitor for a land value in relation to the middle section of the cemetery and to consider and agree a valuation. It was proposed to agree a £40,000 valuation for the purposes of the land registry valuation Resolved: Proposer, Cllr Plumb, seconder Cllr Phillips – unanimous | App 9 | | | | | | | | |
| 19/95. | To note the minutes from the Open Spaces Committee Noted | App 10 | | | | | | | | |
| 19/96. | To agree to the appointment of the Cemetery Development Services to carry out the required groundwater and Environment Agency audit at a cost of £3,600 and to provide a design for the cemetery extension at a cost of £2,600 as proposed by the Open Spaces Committee. It was proposed to agree to the appointment of Cemetery Development Services to carry out the above report and design. Resolved: Proposer, Cllr Philips, seconder Cllr Horne – unanimous | App 11 | | | | | | | | |
| 19/97. | To note the minutes from the Planning Committee Noted | App 12 | | | | | | | | |
| 19/98. | To consider the following Planning Applications <table border="1" data-bbox="316 1697 1311 1930"> <tr> <td>APPLICATION NO</td> <td>18/01673/FUL</td> </tr> <tr> <td>DESCRIPTION</td> <td><u>Erection of 9 no. bungalows with access road and private drive, landscaping areas, and a noise attenuation bund and fence.</u></td> </tr> <tr> <td>LOCATION</td> <td>Site At Tey Road Coggeshall Essex</td> </tr> <tr> <td>Comment date</td> <td>Fri 12 Apr 2019</td> </tr> </table> <p>It was proposed to comment that the Parish Council would wish to see the development undertaken in accordance with the NP which has</p> | APPLICATION NO | 18/01673/FUL | DESCRIPTION | <u>Erection of 9 no. bungalows with access road and private drive, landscaping areas, and a noise attenuation bund and fence.</u> | LOCATION | Site At Tey Road Coggeshall Essex | Comment date | Fri 12 Apr 2019 | |
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| | <p>been through regulation 14 and would have preferred to see a more varied mix of properties</p> <p>Resolved: Proposer, Cllr Appleton-Claydon, seconder Cllr Barnes – unanimous</p> | | | | | | | | | |
| 19/99. | <table border="1"> <tr> <td>APPLICATION NO</td> <td>19/00450/LBC</td> </tr> <tr> <td>DESCRIPTION</td> <td>To repaint the front and rear walls of the property cream instead of the current pink.</td> </tr> <tr> <td>LOCATION</td> <td>4 Bridge Street Coggeshall Essex CO6 1NP</td> </tr> <tr> <td>Comment date</td> <td>Thu 18 Apr 2019</td> </tr> </table> <p>No Comment</p> <p>Resolved: Proposer, Cllr Appleton-Claydon, seconder Cllr Unsworth – unanimous</p> | APPLICATION NO | 19/00450/LBC | DESCRIPTION | To repaint the front and rear walls of the property cream instead of the current pink. | LOCATION | 4 Bridge Street Coggeshall Essex CO6 1NP | Comment date | Thu 18 Apr 2019 | |
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| 19/101. | <table border="1"> <tr> <td>APPLICATION NO</td> <td>19/00514/LBC</td> </tr> <tr> <td>DESCRIPTION</td> <td>Retention of replacement door and insertion of shower, toilet and basin to existing annexe.</td> </tr> <tr> <td>LOCATION</td> <td>The Cart Lodge West Street Coggeshall Essex CO6 1NT</td> </tr> <tr> <td>Comment date</td> <td>Fri 26 Apr 2019</td> </tr> </table> <p>No Comment</p> <p>Resolved: Proposer, Cllr Appleton-Claydon, seconder Cllr Keig – unanimous</p> | APPLICATION NO | 19/00514/LBC | DESCRIPTION | Retention of replacement door and insertion of shower, toilet and basin to existing annexe. | LOCATION | The Cart Lodge West Street Coggeshall Essex CO6 1NT | Comment date | Fri 26 Apr 2019 | |
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| 19/102. | <table border="1"> <tr> <td>APPLICATION NO</td> <td>19/00451/LBC</td> </tr> <tr> <td>DESCRIPTION</td> <td>Redecoration of exterior</td> </tr> <tr> <td>LOCATION</td> <td>8 Market End Coggeshall Essex CO6 1NH</td> </tr> <tr> <td>Comment date</td> <td>Fri 26 Apr 2019</td> </tr> </table> <p>No Comment</p> <p>Resolved: Proposer, Cllr Appleton-Claydon, seconder Cllr Plumb – unanimous</p> | APPLICATION NO | 19/00451/LBC | DESCRIPTION | Redecoration of exterior | LOCATION | 8 Market End Coggeshall Essex CO6 1NH | Comment date | Fri 26 Apr 2019 | |
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| 19/103. | <p>To discuss and consider meeting with Bovis with regard to their site at Colchester Road in accordance with our policy and to note the Regulation 14 responses from Anglian Water and the Environment Agency with regard to the Coggeshall Sewage Treatment Works.</p> <p>It was proposed to ask for a meeting with Bovis and the Neighbourhood Plan Sub-Committee should engage with</p> <p>Resolved: Proposer, Cllr Plumb, seconder Cllr Unsworth – one abstention</p> | App 13 | | | | | | | | |
| 19/104. | <p>Update on the LUC (North Essex Local Plan Section 1) workshop held on the 29th March 2019 (Cllr Unsworth)</p> | | | | | | | | | |

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| | Cllr Unsworth attended the workshop and gave an update on the progress. | |
| 19/105. | <p>To consider and agree the Council's position on the EA flood prevention scheme (Quarry extension) and how to communicate this to Coggeshall residents.</p> <p>It was proposed to post</p> <p>The clerk advised that the Environment Agency are planning to hold a drop-in session at the end of May, early June. It was proposed that this should be overhauled until after the event.</p> <p>Resolved: Proposer, Cllr Keig, seconder Cllr Appleton-Claydon – unanimous</p> | App 14 |
| 19/106. | <p>To consider how we request Honywood School to ameliorate its litter problem and how (to what extent) we can and should support community initiatives. (Cllr Walsh)</p> <p>It was proposed that Cllr Walsh should head up a working group with the concerned resident to contact the Braintree Green Heart to organise a community litter pick and also contact the ECC Highway Rangers regarding the roadside litter.</p> <p>Resolved: Proposer, Cllr Culemann, seconder Cllr Appleton-Claydon – unanimous</p> | App 15 |
| 19/107. | Items for the next agenda | |
| 19/108. | <p>To note the date and time of the next meeting</p> <p>Monday 13th May 2019 – 7.30 pm</p> | |
| 19/109. | <p>To close the meeting to the press and the public to discuss matters of a sensitive nature</p> <p>Resolved: Proposer, Cllr Unsworth, seconder Cllr Culemann – unanimous</p> | |
| 19/110. | <p>To consider and agree Council employee contracted spinal point increases for 2019-20 and to agree an additional contracted spinal point increase to the Clerk's salary following the achievement of the CiLCA Qualification</p> <p>It was proposed to agree to the contracted increases in salaries as provided in appendix 16</p> <p>Resolved: Proposer, Cllr Plumb, seconder Cllr Appleton-Claydon – unanimous</p> | App 16 |

The meeting closed at 21.20 hrs