



COGGESHALL PARISH COUNCIL

Village Hall, 25 Stoneham Street, Coggeshall, Essex, CO6 1UH
01376 562346
clerk@coggeshall-pc.gov.uk

Minutes of a meeting of the PARISH COUNCIL Held on Monday 8th July 2019 at 7.30 pm in the Village Hall, Stoneham Street.

Agenda /Minute Number	Agenda Item	Appendix Number
19/181.	<p>Those present and apologies for absence Present: Cllrs Plumb, Phillips, Culemann, Thorogood, Hagger, Appleton-Claydon & Barnes, Apologies: Cllr Keig, Walsh, Unsworth & Horne Also present: Clerk – Debbie Morgan five members of public</p>	
19/182.	<p>Councillors Declarations Cllr Thorogood declared that he knew the candidates who were applying for Parish Council Cllr Appleton-Claydon knows two of the candidates.</p>	
19/183.	<p>Minutes of previous meetings. The minutes of the Full Council meeting of Monday 10th June 2019 were approved as a true record. Resolved: Proposer, Cllr Appleton-Claydon, Seconder, Cllr Plumb, Unanimous</p>	App 1
19/184.	<p>To consider and approve if appropriate requests from the following residents to be co-opted as Parish Councillors to Coggeshall Parish Council James Astley Sanj Devaraj Stephanie Smalley It was proposed to elect James Astley, Sanj Devaraj & Stephanie Smalley as Parish Councillors to Coggeshall Parish Council Resolved: Proposer, Cllr Culemann, Seconder, Cllr Phillips, Unanimous</p>	App 2
19/185.	<p>To receive the declarations of acceptance from the new councillors Received from James Astley & Sanj Devaraj who joined the meeting.</p>	
19/186.	<p>Public Participation session with respect to Agenda items and other matters of mutual interest. A resident expressed concerns with regard to a request for a public meeting with regard to the EA proposal with regard to the Flood Alleviation scheme. Two other residents also expressed concerns with the proposal of The Flood Alleviation scheme.</p>	
19/187.	<p>County Councillor's & District Councillor's Report Cllr Thorogood gave a report in the absence of Cllr Unsworth and Cllr Walsh. He gave an update on the Local Plan which is on hold due to the concerns with regard to the sustainability with transport and other infrastructure.</p>	

19/188.	<p>Clerk's Report and current projects list</p> <p>Confirmation has been received from the Council's solicitor that the middle section of the cemetery has been registered. This leaves just the registration of the clock tower outstanding and it is hoped that an update should be received by the autumn.</p> <p>We have been advised that the process for Hatfield Peverel being added to the BDC Off Street Parking Order has now been advertised. Once this is complete BDC will start on the Coggeshall registration. Tenders were sent out on Tuesday 4th June to the companies on the BDC Framework agreement for the Big Park Project The closing date is Wednesday 17th July.</p> <p>The RFO has a quote for the Cyber Insurance, but is still reviewing the policy documents and also checking with our IT provider that we meet the requirements.</p> <p>The clerk advised that a Public exhibition is being held on Monday 15th July from 3.00 pm to 8.00 pm.</p> <p>It was requested that the clerk should write to the Diocese asking for financial contribution towards the cost of the registration following their refusal to un-register the cemetery land.</p>	App 3																				
19/189.	<p>To note the report from the RFO</p> <p>I. To agree payments for June 2019</p> <p>II. To note bank balances</p> <p>III. To note the details income and expenditure report</p> <p>It was proposed to approve the payments for June 2019</p> <p>Resolved: Proposer, Cllr Culemann, Seconder, Cllr Plumb, Unanimous</p>	App 4																				
19/190.	<p>To agree the appointment of two additional signatories to the Parish Council Bank Accounts</p> <p>It was proposed to appoint Cllr Culemann & Cllr Barnes as additional signatories</p> <p>Resolved: Proposer, Cllr Culemann, Seconder, Cllr , Unanimous</p>																					
19/191.	<p>Correspondence received</p> <table border="1" data-bbox="312 1317 1321 1727"> <tr> <td data-bbox="312 1317 496 1424">13/06/2019</td> <td data-bbox="496 1317 762 1424">A Resident</td> <td data-bbox="762 1317 1110 1424">EA Flood Alleviation Scheme and property protection</td> <td data-bbox="1110 1317 1321 1424">Clerk to forward to Highways</td> </tr> <tr> <td data-bbox="312 1424 496 1464">17/06/2019</td> <td data-bbox="496 1424 762 1464">JS Wright and Sons</td> <td data-bbox="762 1424 1110 1464">Public right of way issues</td> <td data-bbox="1110 1424 1321 1464">To note</td> </tr> <tr> <td data-bbox="312 1464 496 1505">17/06/2019</td> <td data-bbox="496 1464 762 1505">Bee Accessorized</td> <td data-bbox="762 1464 1110 1505">Market Stall Competition</td> <td data-bbox="1110 1464 1321 1505">For Comment</td> </tr> <tr> <td data-bbox="312 1505 496 1612">18/06/2019</td> <td data-bbox="496 1505 762 1612">A resident</td> <td data-bbox="762 1505 1110 1612">Complaint regarding dogs off the lead in the cemetery</td> <td data-bbox="1110 1505 1321 1612">Clerk has responded (attached)</td> </tr> <tr> <td data-bbox="312 1612 496 1727">24/06/2019</td> <td data-bbox="496 1612 762 1727">A resident</td> <td data-bbox="762 1612 1110 1727">Complaint regarding the recreation ground</td> <td data-bbox="1110 1612 1321 1727">Clerk has responded (attached)</td> </tr> </table> <p>The clerk is to write to the owner of Bee Accessorized and advise that businesses in Coggeshall would be welcome to take a stall in the market</p>	13/06/2019	A Resident	EA Flood Alleviation Scheme and property protection	Clerk to forward to Highways	17/06/2019	JS Wright and Sons	Public right of way issues	To note	17/06/2019	Bee Accessorized	Market Stall Competition	For Comment	18/06/2019	A resident	Complaint regarding dogs off the lead in the cemetery	Clerk has responded (attached)	24/06/2019	A resident	Complaint regarding the recreation ground	Clerk has responded (attached)	App 5
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19/192.	<p>To note the correspondence from Braintree District Council regarding the Public Consultation on their Corporate Strategy</p> <p>Noted</p>	App 6																				
19/193.	<p>To note the minutes from the Village Hall Committee</p>	App 7																				

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19/194.	<p>To approve the proposed changes to the Village Hall Committee and Traffic Management Committee Terms of Reference</p> <p>It was proposed to approve the changes to the Village Hall and Traffic Management Committee Terms of Reference</p> <p>Resolved: Proposer, Cllr Appleton-Claydon, Seconder, Cllr Barnes, Unanimous</p>	App 8								
19/195.	<p>To note the minutes from the Planning Committee</p> <p>Noted – Cllr Appleton-Claydon advised that she had a declaration that was not minuted</p>	App 9								
19/196.	<p>To consider the following planning applications: -</p> <table border="1" data-bbox="319 638 1300 1198"> <tr> <td>APPLICATION NO :</td> <td>19/01047/REM</td> </tr> <tr> <td>DESCRIPTION :</td> <td><u>Application for approval of reserved matters (appearance, landscaping (including front 6 units), layout and scale) following outline planning application 17/00359/OUT - for the demolition of all existing buildings, new access arrangements off West Street and (1) with only landscaping reserved for the erection of 6 no. residential units (Use Class C3) adjacent to West Street, (2) with all matters reserved for up to a maximum of an additional 42 no. residential units (Use Class C3) and new public space off West Street, Coggeshall</u></td> </tr> <tr> <td>LOCATION :</td> <td>The Dutch Nursery West Street Coggeshall Essex CO6 1NT</td> </tr> <tr> <td>Date for comments</td> <td>Fri 12 Jul 2019</td> </tr> </table> <p>To review and approve the proposed response drafted by the Coggeshall Parish Council Neighbourhood Plan</p> <p>It was proposed to agree the response subject to the addition of a comment with regard to the failure of BDC to fully consult with the Parish Council with regard to the S106 and also concerns that the Parish Council have with regard to S106 money being provided to a “for profit” organisation. Cllr Appleton-Claydon to provide the additional text.</p> <p>Resolved: Proposer, Cllr Culemann, Seconder, Cllr Barnes, Unanimous</p>	APPLICATION NO :	19/01047/REM	DESCRIPTION :	<u>Application for approval of reserved matters (appearance, landscaping (including front 6 units), layout and scale) following outline planning application 17/00359/OUT - for the demolition of all existing buildings, new access arrangements off West Street and (1) with only landscaping reserved for the erection of 6 no. residential units (Use Class C3) adjacent to West Street, (2) with all matters reserved for up to a maximum of an additional 42 no. residential units (Use Class C3) and new public space off West Street, Coggeshall</u>	LOCATION :	The Dutch Nursery West Street Coggeshall Essex CO6 1NT	Date for comments	Fri 12 Jul 2019	App 10
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19/198.	<p>To consider the appointment of a Councillor(s) to the Allotment Sub-Committee following the resignation of Cllr Heaton and to also consider the appointment of the new Councillors to other Committees It was proposed to make the following appointments Cllr James Astley – Open Spaces & Planning Committee, Allotment Sub-Committee Cllr Sanj Devavaj – Village Hall & Finance Committee, Allotment Sub-Committee Resolved: Proposer, Cllr Culemann, Seconder, Cllr Appleton-Claydon , Unanimous Cllr Ian Hagger offered to join the Emergency Plan working party.</p>	App 12
19/199.	<p>To elect a chairman of the Coggeshall Parish Council Planning Committee It was proposed to appoint Cllr Appleton-Claydon as chair of planning committee Resolved: Proposer, Cllr Culemann, Seconder, Cllr Plumb, Unanimous</p>	
19/200.	<p>Update on CCTV (Cllr Unsworth) Defer to next meeting</p>	
19/201.	<p>To agree to the licence between CPC and ECC with regard to the two replacement benches at Church Green and to note the requirement for works to be carried out to the verge prior to installation It was proposed to agree the licence for the replacement benches at Church Green. The clerk is to obtain quotations for the required works. Resolved: Proposer, Cllr Culemann, Seconder, Cllr Appleton'-Claydon, Unanimous</p>	App 13
19/202.	<p>To agree to a public meeting on Monday 22nd July to discuss resident's views with regard to the Environment Agency's flood alleviation proposals. Cllr Appleton-Claydon clarified that the meeting was to seek the views of residents on the proposal to make a response to the EAs Public Consultation. The clerk asked if the residents wanted a representative of the Environment Agency present and it was felt that as the EA had already made a presentation at a CPC Planning Meeting and also carried out the public engagement exhibition in Coggeshall, that this would not be necessary. It was proposed to agree to the meeting on 22nd July at 7.30. Resolved: Proposer, Cllr Culemann, Seconder, Cllr Plumb, Unanimous</p>	App 14
19/203.	<p>To consider a review to the CPC "Meeting with Developers" policy (Cllr Unsworth) It was proposed that the amendments as proposed by Cllr Appleton-Claydon and Cllr Culemann were agreed Resolved: Proposer, Cllr Appleton-Claydon, Seconder, Cllr Culemann, Unanimous</p>	App 15
19/204.	<p>To note the invitation to the A12 Forum at Witham on Wednesday 24 July, 7.30 pm – 9 pm and to agree the appointment of a Councillor to attend due to the absence of Cllr Plumb Cllr Thorogood to check if his is available</p>	App 16

19/205.	<p>To note the correspondence from the Farleigh Hospice with regard to their request for a site meeting on Thursday 25 July and to agree a Councillor to attend.</p> <p>Cllr Hagger to attend with the clerk.</p> <p>Resolved: Proposer, Cllr Culemann, Seconder, Cllr Appleton-Claydon, Unanimous</p>	App 17
19/206.	<p>To note the response from ECC with regard to the Parish Council objection to the temporary relocation of the footpath (BRIDLEWAY 1 & 40 KELVEDON / 81 COGGESHALL / 70 BRADWELL, BRIDLEWAY 24 BRADWELL AND FOOTPATHS 53, 55 & 68 BRADWELL) and to agree a response</p> <p>Noted with no further comments</p> <p>Resolved: Proposer, Cllr Culemann, Seconder, Cllr , Unanimous</p>	App 18
19/207.	<p>To close the meeting to the press and the public to discuss matters of a sensitive or confidential nature.</p> <p>Resolved: Proposer, Cllr Culemann, Seconder, Cllr Phillips, Unanimous</p>	
19/208.		App 19
19/209.		App 20
19/210.	<p>Items for the next agenda</p> <p>Decision on the tenders Big Park Project</p> <p>Report on the Hospice van</p> <p>Update on outstanding legal matter</p> <p>Tree removal in cemetery</p> <p>Cyber insurance</p> <p>CCTV Update (Cllr Unsworth)</p>	
19/211.	<p>To note the date and time of the next meeting</p> <p>Monday 12th August 7.30 pm</p>	

The meeting closed at 21.20 pm