



# COGGESHALL PARISH COUNCIL

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**Minutes of an EXTRAORDINARY MEETING OF THE PARISH COUNCIL** held  
on **Monday 23<sup>rd</sup> December 2019** at **6.00 pm** in the Village Hall,  
Stoneham Street.

Agenda /Minute Number	Agenda Item	Appendix Number
19/376.	<p><b>Those present and apologies for absence</b>  <b>Present:</b> Cllrs Unsworth, Phillips, Culemann, Horne, Thorogood, Appleton-Claydon, Keig, Smalley &amp; Astley,  <b>Apologies:</b> Cllr Barnes, Hagger, Plumb, Devaraj &amp; Walsh  <b>Also present:</b> - Clerk, Debbie Morgan, five members of public  18.30 – Cllr Phillips left  19.10 – Cllr Appleton-Claydon left  19-15 – Cllr Smalley arrived</p>	
19/377.	<p><b>Councillors Declarations</b>  None</p>	
19/378.	<p><b>Minutes of previous meetings.</b>  The minutes of the Full Council meeting of Monday 9<sup>th</sup> December 2019 were approved with the following changes.  <b>Cllr Appleton-Claydon proposed the following changes:-</b>  19/350 – Addition of “and more widely” to the changes in 129/328  19/350 – Change Honywoods to Honywood in 19/330  19/359 – Addition of “which will be passed on to the Parish Council” after “memorial”.  19/370 – Addition of Cllrs Keig, Appleton-Claydon, Astley, Horne, Devaraj and Barnes declared an interest at the point the motion was proposed.  <b>Cllr Horne proposed the following changes:-</b>  19/351 – Replace “with their” with “to the” in the first line  19/351 – Replace “to” in the 9<sup>th</sup> line with “from”  19/351 – Remove the word “the” in the 11<sup>th</sup> line  19/351 – Add a comma after the word “project” in the 12<sup>th</sup> line  <b>Cllr Unsworth proposed the following changes:-</b>  19/352 – Replace “Finance” with “Performance”  19/370 – Add the word “bank” before mandate  <b>It was proposed to accept the above changes</b>  <b>Resolved:</b> Proposer Cllr Culemann– seconder Cllr Unsworth – one abstention  It was proposed to approve the minutes with the changes above  <b>Resolved:</b> Proposer Cllr Culemann– seconder Cllr Phillips – one abstention</p>	App 1
19/379.	<p><b>Public Participation session with respect to Agenda items and other matters of mutual interest.</b></p>	

	Three members of public spoke about their distress with regard to the Council's memorial testing. One member of public felt that the testing used was not consistent. Another spoke with regard to their frustration with regard to the legislation on grave ownership.	
19/380.	<p><b>To note the public response to notices left on memorials in the cemetery as part of the memorial testing programme and consider and agree any necessary response or action. (Cllr Astley)</b></p> <p>The Chairman gave the Council's apologies for the distress that the marking of unsafe graves had caused some relatives. It was agreed that the clerk and the Chairman should prepare a further response.</p> <p><b>Resolved:</b> Proposer Cllr Astley– seconder Cllr Appleton-Claydon – one abstention</p>	App 2
19/381.	<p><b>To note and review the report from the Clerk with regard to the formation of the Coggeshall Big Park Project Fundraising Group.</b></p> <p>Noted</p> <p>Cllr Appleton-Claydon advised that she did not feel it was necessary for the parish council to release a statement distancing themselves from the group if option 2 was selected.</p> <p>The Clerk advised that she had taken advice from both the Monitoring Office and the EALC. <b>Cllr Astley requested that any advice from the Monitoring Officer or the EALC should be reported in writing and circulated.</b></p> <p>Cllr Keig also announced he was resigning from the fundraising group with immediate effect.</p> <p>It was proposed that the clerk will make a formal request to the group for the information <del>listed in the report and</del> from the Full Council meeting on Monday 9<sup>th</sup> December in accordance with minute 19/370</p> <p><b>Resolved:</b> Proposer Cllr Unsworth – seconder Cllr Keig – three abstention</p>	App 3
19/382.	<p><b>To review, consider and agree for the Clerk to submit the attached funding application to the Ministry of Housing, Communities and Local Government's Pocket Parks fund, by 5 pm on December 31st 2019</b></p> <p>The following changes were proposed</p> <p>Question 10 – The addition of "Some of" at the beginning</p> <p>Question 13 – Change "Terms of reference" to "Standing Orders"</p> <p>The clerk read out the letter from Braintree District Council and this was to be included without amendment.</p> <p>The clerk also read out the proposed statement from the RFO with regard to the earmarked reserves and this was also agreed with the addition of the donation from Blackwater Aggregates if it had been received.</p> <p>It was proposed that the clerk should submit the application form with the above changes</p> <p><b>Resolved:</b> Proposer Cllr Culemann– seconder Cllr Astley – one abstention</p>	App 4
19/383.	<b>Items for the next agenda</b>	
19/384.	<b>To note the date and time of the next meeting</b>	

The meeting closed at 19.24