



# 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 13<sup>th</sup>** **January 2020** at **7.30 pm** in the Village Hall, Stoneham Street.

Agenda /Minute Number	Agenda Item	Appendix Number
2020/1.	<b>Those present and apologies for absence</b> <b>Present:</b> Cllrs Plumb, Phillips, Culemann, Horne, Thorogood, Hagger, Appleton-Claydon, Barnes, Keig, Smalley, Astley & Walsh <b>Apologies:</b> Cllr Devaraj <b>No present, no apologies:</b> Cllr Unsworth <b>Also present:</b> Clerk – Debbie Morgan, Cllr Robert Mitchell, Peter Kohn & Alex Stevenson of the NP, six members of public	
2020/2.	<b>Councillors Declarations</b> <b>2020/27</b> – Cllr Horne is a neighbour of the applicant. <b>2020/03</b> – Cllr Astley & Appleton-Claydon are members of the Big Park Project fundraising group.	
2020/3.	<b>Minutes of previous meetings.</b> The following changes were proposed to the minutes for the Extraordinary Full Council meeting of Monday 23 <sup>rd</sup> December 2019 19/381 – Cllr Keig requested the removal of the words “listed in the report” <b>Resolved:</b> Proposer Cllr Keig, seconder Cllr Horne – five abstentions 19/381 Cllr Astley requested the addition of “Any advice from either the EALC or the Monitoring Officer should be reported in writing and circulated.” <b>Resolved:</b> Proposer Cllr Astley, seconder Cllr Keig – four abstentions Subject to the above amendments, the minutes were agreed as a true record. <b>Resolved:</b> Proposer Cllr Culemann seconder Cllr Keig, – four abstentions	App 1
2020/4.	<b>Public Participation session with respect to Agenda items and other matters of mutual interest.</b> The Chairman decided to open the meeting to the public during the relevant agenda items. A resident mentioned that he had written in about issues he is having with planning and had emailed the Clerk and some Councillors. A resident commented that it was helpful to have the supporting papers for the meeting on the website and thanked the Clerk. A resident spoke about Dick Nunn's Bridge. He advised that he has spoken with a civil engineer who says the bridge could be put on a plinth and feels that the community would not accept the bridge being replaced.	

	A resident spoke about the public consultation on the IWMF and their disappointment that there was no co-ordination between the various different departments.									
2020/5.	<p><b>County Councillor's &amp; District Councillor's Report</b></p> <p>Cllr Robert Mitchell gave a review of the IWMF. Permission was granted in <del>2016</del> 2010 for a short stack, the full stack was refused on visual impact. Cllr Mitchell believes the IWMF could now be built with a shorter stack. He has tried to contact the office of Priti Patel for feedback. Cllr Mitchell will be attending the Dick Nunn's bridge meeting on Thursday and has made ECC aware that this is a significant heritage asset and possibly look at relocation.</p> <p>Cllr Mitchell and Cllr Walsh have been looking at the footway in Kelvedon Road for remedial works to be carried out by Highway Rangers. The footway in Kelvedon Road is also being considered for improvements. A new multi-sign for Stoneham Street is also being considered.</p> <p>Cllr Walsh attended the EA consultation for the IWMF. The Public consultation on the local plan and garden communities resumes on 14<sup>th</sup> January 2020.</p>	App 1b								
2020/6.	<p><b>Clerk's Report and current projects list</b></p> <p>The clerk is chasing the contact at BDC with regard to the progress on CPC joining the Off-Street Parking Order for the Stoneham Street Car Park.</p> <p>BDC have now installed the CCTV at the recycling bin area in the Stoneham Street Car park in an effort to deter fly tipping.</p> <p>The RFO has made a Grant application to Locality to access the remaining eligible Grant £5600 (making the total Grant funding over the life of the Neighbourhood Plan £17,000). To facilitate the application the balance of the previous Grant £2956 has had to be repaid but will form part of the new Grant. The application has been approved</p> <p>Both the shutters for the village hall failed in December which means they have to be winched manually. The main shutter has now been repaired and we are awaiting the engineer's report on the Keys Room Shutter</p> <p>The clerk is still waiting a copy of the Section 38 (now 106) agreement from BDC with regard to the land request for Dampier Road. This was requested on 4th December</p> <p>We have received into the Council's bank account, a donation from BA for the Big Park Project of £1,500</p> <p>The Council's solicitor has written to the owners of the property in Paycocke Way, advising that the council would accept the tree in the cemetery being removed at the owner's expense. The recent tree survey did not show any physical issue with the tree.</p>	App 2								
2020/7.	<p><b>Correspondence received</b></p> <table border="1" data-bbox="363 1854 1321 1930"> <thead> <tr> <th>Date received</th> <th>From</th> <th>Subject</th> <th>Action taken</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Date received	From	Subject	Action taken					App 3
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	12/12/2019	Stoneham Street Resident	Stoneham Street Thursday Parking Restrictions	Clerk is investigating with NEPP	
	19/12/2019	Colne Road Resident	Comment on NP Community update	Clerk has responded with comments provided by NP Sub-Committee	
2020/8.	<p><b>To note the report from the RFO</b></p> <p><b>I. To agree payments for December 2019</b></p> <p><b>II. To note bank balances</b></p> <p><b>III. To note the Income and Expenditure Report</b></p> <p>It was proposed to agree the payments for December 2019</p> <p><b>Resolved:</b> Proposer Cllr Culemann, seconder Cllr Horne – unanimous</p>				App 4
2020/9.	<p><b>To agree to authorise the Parish Clerk and the Chairman to sign the precept request or the financial year ending 31 March 2021</b></p> <p>It was proposed to authorise the Parish Clerk and the Chairman signing the precept request</p> <p><b>Resolved:</b> Proposer Cllr Culemann, seconder Cllr Plumb – unanimous</p>				App 5
2020/10.	<p><b>To note the Parish Clerk and the Chairman signing of the precept request</b></p> <p>Noted</p>				
2020/11.	<p><b>To elect a Chairman of the Planning Committee</b></p> <p>It was proposed to elect Cllr Astley as chair of the Coggeshall Parish Council planning committee.</p> <p><b>Resolved:</b> Proposer Cllr Plumb, seconder Cllr Appleton-Claydon – unanimous</p>				
2020/12.	<p><b>Consider and approve the changes made to the Regulation 14 version of the Coggeshall Neighbourhood Plan which incorporate community and stakeholder comments from the regulation 14 consultation process and advice from our professional planner, David Coleman of DAC Planning. The revised Plan will become the Regulation 15 version of the Plan and be submitted to BDC for further consultation and then assessment by the planning inspector.</b></p> <p>Peter Kohn, Chair of the Neighbourhood Plan Sub-Committee introduced the process and the need for the Regulation 15 to be submitted by 3<sup>rd</sup> February 2020. They are still awaiting the basic condition statement and the consultation statement which will be ready.</p> <p>Alex Stevenson, Vice Chair of the Neighbourhood Plan Sub-Committee went through the changes.</p> <p>It was proposed by Cllr Culemann to change the motion as follows:-</p> <p>It was proposed to approve the changes to the Regulation 14 version of the Coggeshall Neighbourhood Plan and to delegate the responsibility for the approval of the condition statement and consultation statement to the Proper Officer (Parish Clerk).</p>				App 6

	<b>Resolved:</b> Proposer Cllr Culemann, seconder Cllr Walsh– unanimous	
2020/13.	<p><b>To note the correspondence from Essex County Council with regard to the Dick Nunn’s Bridge and to agree delegates to attend the meeting on Thursday 16<sup>th</sup> January (1.45 pm) to discuss options.</b></p> <p>It was proposed that the following should attend the meeting on 16<sup>th</sup> January with Essex County Council  Cllr Robert Mitchell  Dudley Maughan – 3P Partnership  Parish Clerk  Trevor Disley  Cllr Michael Horne  Cllr Keig  Verity Barclay or Julian Prideaux from the Coggeshall Society</p> <p><b>Resolved:</b> Proposer Cllr Appleton-Claydon, seconder Cllr Hagger – unanimous</p>	App 7
2020/14.	<p><b>To consider a request for Tom Walsh and Peter Kohn to join the working party looking at the opportunities under the Power of Competence (Cllr Unsworth).</b></p> <p>It was proposed that Cllr Walsh &amp; Peter Kohn should join the working party to look at opportunities under the Power of Competence.</p> <p><b>Resolved:</b> Proposer Cllr Keig, seconder Cllr Horne – unanimous</p>	
2020/15.	<p><b>To note the EEC transport meetings and to agree attendance should Cllr Horne be unable to attend.</b></p> <p>Cllr Horne confirmed that he will attend the BDC meeting on 9<sup>th</sup> March at Braintree as the Council's appointed transport representative.</p>	App 8
2020/16.	<p><b>To note the correspondence from Essex County Council Highways with regard to the requirement for a licence for the Bus Shelters at West Street and Colne Road and to authorise the Clerk to complete the application.</b></p> <p>It was proposed to authorise the Clerk to complete and submit the application</p> <p><b>Resolved:</b> Proposer Cllr Culemann, seconder Cllr Astley – unanimous</p>	App 9
2020/17.	<p><b>To note and discuss the correspondence from BDC with regard to required remedial works to the car park.</b></p> <p>The clerk is to obtain quotes for the bins to be placed on plinths and report back in the February meeting.</p>	App 10
2020/18.	<p><b>To consider and agree if appropriate a request to permit a resident to carry out metal detecting on Parish Council land</b></p> <p>It was proposed not to allow metal detecting on Parish Council land</p> <p><b>Resolved:</b> Proposer Cllr Astley, seconder Cllr Plumb – one objection (Cllr Barnes)</p>	App 11
2020/19.	<b>Update on the Emergency Plan (Cllrs Horne &amp; Barnes)</b>	

	Cllr Barnes advised that the Emergency Plan is nearly complete but has recommended that the equipment held by the Parish Council is reviewed and she will produce a suggested list for the next meeting.	
2020/20.	<b>Update on the Environment Agency Flood Alleviation Scheme (Quarry) – Cllr Unsworth</b> Cllr Plumb gave an update in the absence of Cllr Unsworth and reported on a conversation he had with regard to reports in Hansard that the floods in 2001 in Coggeshall happened before the Blackwater broke its banks and most of the houses flooded in Coggeshall was caused by run off from the fields.	
2020/21.	<b>Update on the IWMF and to discuss and agree a response to the Environment Agency's public consultation with regard to the approval of a permit for the incinerator stack height</b> Cllrs Walsh, Thorogood and Unsworth to draft a response by end of Monday 20 <sup>th</sup> January for submission for consideration at the Planning Committee on Monday 27 <sup>th</sup> January.	App 12
2020/22.	<b>To note the consultation on Braintree District Council's Corporate Strategy and to agree a response if appropriate (closing date 17<sup>th</sup> January 2020)</b> It was proposed to respond to Braintree District Council that the Parish Council look forward to more detail on the implementation of their proposals and information as to how it will be measured. <b>Resolved:</b> Proposer Cllr Appleton-Claydon, seconder Cllr Phillips – unanimous	App 13
2020/23.	<b>To note the request for information from Braintree District Council on Leisure Provision and Access to Sport across the District and to agree a response (closing date 24<sup>th</sup> January 2020)</b> The clerk to prepare the response and circulate for comment. <b>Resolved:</b> Proposer Cllr Culemann, seconder Cllr Horne – unanimous	App 14
2020/24.	<b>To consider and agree the update to the Open Spaces Action Plan for submission to BDC by 20<sup>th</sup> January 2020</b> The working party are to review the previous year's action plan against the proposals produced by the Neighbourhood Plan Sub-Committee and to produce application forms for any items not mentioned in the 2019 Action Plan. <b>Resolved:</b> Proposer Cllr Culemann, seconder Cllr Keig – unanimous It was proposed to suspend standing orders to allow the meeting to exceed two hours. <b>Resolved:</b> Proposer Cllr Culemann, seconder Cllr Astley – unanimous	App 15
2020/25.	<b>To note the minutes from the Village Hall Committee</b> Noted	App 16
2020/26.	<b>To note the minutes from the Planning Committee</b> Noted	App 17
2020/27.	<b>To consider the following Planning Application</b>	

	<table border="1"> <tr> <td><b>APPLICATION NO :</b></td> <td><b>19/02219/HH</b></td> </tr> <tr> <td><b>DESCRIPTION :</b></td> <td><a href="#"><u>Provision of external swimming pool and paved area.</u></a></td> </tr> <tr> <td><b>LOCATION :</b></td> <td>1 Grange Hill Coggeshall Essex CO6 1RA</td> </tr> <tr> <td><b>Date for comments</b></td> <td>17 Jan 2020</td> </tr> </table> <p>No comment  <b>Resolved:</b> Proposer Cllr Culemann, seconder Cllr Appleton-Claydon – unanimous</p>	<b>APPLICATION NO :</b>	<b>19/02219/HH</b>	<b>DESCRIPTION :</b>	<a href="#"><u>Provision of external swimming pool and paved area.</u></a>	<b>LOCATION :</b>	1 Grange Hill Coggeshall Essex CO6 1RA	<b>Date for comments</b>	17 Jan 2020	
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2020/28.	<p><b>To consider and agree a questionnaire for children to seek their views on the Big Park Project design</b></p> <p>It was proposed to agree to the questionnaire to be sent to St Peter's Primary, Honeywood, Soaring High. Absolute Angels and other playgroups</p> <p><b>Resolved:</b> Proposer Cllr Appleton-Claydon, seconder Cllr Hagger – unanimous</p>	App 18								
2020/29.	<p><b>To consider and agree an application to the National Lottery Reaching Communities scheme for the Big Park Project</b></p> <p>The clerk expressed concern that there was a major focus in the application on the separate fundraising group which as yet the Parish Council had not endorsed or agreed to a working relationship.</p> <p>It was proposed to submit the application without amendment.</p> <p><b>Resolved:</b> Proposer Cllr Appleton-Claydon, seconder Cllr Keig – unanimous</p>	App 19								
2020/30.	<p><b>To agree to Cllrs Appleton-Claydon and Astley attending a bid-writing training course provided by Get Grants on 28th January 2020 at a cost of £310 plus travel</b></p> <p>It was agreed that Cllr Appleton-Claydon and Astley attend the bid writing course on 28<sup>th</sup> January 2020.</p> <p><b>Resolved:</b> Proposer Cllr Culemann, seconder Cllr Keig – unanimous</p>	App 20								
2020/31.	<p><b>Items for the next agenda</b></p> <p>Update on the meeting with BDC regarding 106 Agreement for the Dutch Nursery</p> <p>Stoneham Street Parking restrictions</p> <p>Quotes for remedial works for recycling bins</p> <p>Proposal for 8<sup>th</sup> May VE day celebrations – Cllr Hagger</p> <p>Review the project list (Cllr Astley)</p> <p>Social media policy (Cllr Astley)</p> <p>Emergency Plan (Cllr Barnes)</p> <p>21.41 – Cllr Walsh left the meeting</p>									
2020/32.	<p><b>To note the date and time of the next meeting</b></p> <p>10<sup>th</sup> February 2020 – 7.30 pm</p>									
2020/33.	<p><b>To close the meeting to the press and the public to discuss matters of a sensitive nature</b></p> <p><b>Resolved:</b> Proposer Cllr Culemann, seconder Cllr Astley – unanimous</p>									
2020/34.		App 21								

The meeting closed at 21.52