



# COGGESHALL PARISH COUNCIL

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

Minutes of a **VIRTUAL MEETING OF THE PARISH COUNCIL** held on **Tuesday**  
**26<sup>th</sup> May 2020** at **7.30 pm**

Agenda /Minute Number	Agenda Item	Appendix Number
2020/185.	<b>Those present and apologies for absence</b> <b>Present</b> - Unsworth, Plumb, Culemann, <del>Horne</del> , Staines, Hagger, Appleton-Claydon, <del>Barnes</del> , Keig, Smalley, Astley, Ross, <del>Devaraj</del> & Walsh <b>Not present, no apologies:</b> - Cllrs Horne, Barnes & Devaraj <b>Also present: Clerk</b> – Debbie Morgan, Alex Stevenson of the Neighbourhood Plan Group, three members of public	
2020/186.	<b>Councillors Declarations</b> 2020/193 – Cllr Appleton-Claydon – pecuniary interest as a member of the fundraising group committee 2020/193 – Cllr Astley – non-pecuniary interest as a member of the group (not committee)	
2020/187.	<b>Minutes of previous meetings.</b> The minutes of the Full Council meeting of Monday 11 <sup>th</sup> May 2020 were approved as a true record <b>Resolved:</b> Proposer Cllr Culemann, Seconder Cllr Smalley - unanimous	App 1
2020/188.	<b>Public Participation session with respect to Agenda items and other matters of mutual interest.</b> Alex Stevenson spoke with regard to the planning application on 87 West Street A resident spoke with regard to Dick Nunn's Bridge to advise that editions of the OS map show the bridge as a "footbridge". Although a councillor advised that this was shown as "Dick Nunn's Bridge" on one of the editions.	
2020/189.	<b>Clerk's Report and current project list</b> <b>To consider and review the current project list and working parties</b> The initial landscaping works have now been completed for the cemetery extension and the area has been seeded. The clerk is now progressing with the planning application for the change of use. Early indications are that the village hall may be able to open in some form from the beginning of July, although this is to be confirmed. The Government are starting to permit some services to return to normal. As a result, the office is receiving a huge amount of information with regard to procedures and risk assessments which need to be created and implemented. This have implications on staff availability and office time although as yet there is no indication as to if this will affect the re-opening of the village hall,	App 2

	<p>although consideration should be given to re-opening the public toilets.</p> <p>Accident Damage to the Wall of the recreation ground. We have received payment from the insurance company for the repair of the wall. We are waiting for the owner of the neighbouring property to receive their settlement so that the repair works can commence.</p> <p>Our contact Annabel at Proludic has been furloughed but the clerk has spoken with a colleague who will book the time for the designers, but does not expect this to be for another 3 weeks.</p> <p>Braintree Local Plan The Braintree District local plan has been rejected by the Inspector.</p> <p><b>Resolved:</b> Proposer Cllr                      Seconder Cllr</p>																					
2020/190.	<p><b>County Councillor's &amp; District Councillor's Report</b></p> <p>Cllr Walsh advised that he had written to the senior managers of the Environment Agency asking them to commit to their meeting being open to the public.</p> <p>Cllr Unsworth advised that BDC will be holding a virtual Full Council meeting on Monday 1<sup>st</sup> June. He also advised that works at Bradwell Quarry had been taking place outside of designated hours and this had been passed to planning enforcement.</p>																					
2020/191.	<p><b>Correspondence received</b></p> <table border="1"> <tr> <td>21/04/2020</td> <td>Braintree District Council</td> <td>The Dutch Nursery site – approval of non-material amendments</td> <td>For information</td> </tr> <tr> <td>06/05/2020</td> <td>Braintree District Council</td> <td>Notification of rural verge cutting</td> <td>For information</td> </tr> <tr> <td>11/05/2020</td> <td>Braintree District Council</td> <td>Notice of a planning appeal for 110 Tilkey Road</td> <td>For information</td> </tr> <tr> <td>14/05/2020</td> <td>A resident</td> <td>Request for consideration for the pedestrianisation of Stoneham Street</td> <td>For information</td> </tr> <tr> <td>15/05/2020</td> <td>A H Planning</td> <td>Offer of planning objection service</td> <td>For information</td> </tr> </table>	21/04/2020	Braintree District Council	The Dutch Nursery site – approval of non-material amendments	For information	06/05/2020	Braintree District Council	Notification of rural verge cutting	For information	11/05/2020	Braintree District Council	Notice of a planning appeal for 110 Tilkey Road	For information	14/05/2020	A resident	Request for consideration for the pedestrianisation of Stoneham Street	For information	15/05/2020	A H Planning	Offer of planning objection service	For information	App 3
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2020/192.	<p><b>To ratify the statement provided by CPC with regard to the Dick Nunn Bridge</b></p> <p>It was proposed to agree to the CPC statement in regard to the Dick Nunn Bridge</p> <p><b>Resolved:</b> Proposer Cllr Culemann, Seconder Cllr Astley – unanimous Cllr Appleton-Claydon left the meeting</p>	App 4																				
2020/193.	<p><b>To note and discuss the information provided by the Big Park Project fundraising group.</b></p> <p><b>Cllr Appleton-Claydon also provided information</b></p> <p>Cllr Unsworth advised that the contract had not been awarded as stated in the report provided by the Big Park Project fundraising group. Additionally, it should be noted that the BDC Framework agreement had been extended by six months.</p>	App 5																				

	<p>Cllr Unsworth also asked the Fundraising Group to provide details of the procedures and the number of signatories required to change the target account for the "Stripe" and "Square" card payment system.</p> <p>Cllr Hagger asked what the projected life of the proposed equipment was and the clerk is to check. He also asked if an amount would be set aside for maintenance and repairs. The clerk advised that she was going to be working with the RFO on a proposed 3-5 year plan and this would be part of that.</p> <p>Cllr Astley confirmed that the anonymous donor was happy with the conditions required by the Parish Council with regard to disclosing their identity to a selected group.</p> <p>Cllr Appleton-Claydon returned to the meeting</p>									
2020/194.	<p><b>To consider and agree if appropriate the cessation of the market rents for the month of June 2020</b></p> <p>It was agreed that the market rents would be suspended for the month of June 2020</p> <p><b>Resolved:</b> Proposer Cllr Unsworth, Seconder Cllr Staines – 7 in favour, 3 against and one abstention.</p>									
2020/195.	<p><b>Update on the emergency plan (Cllr Barnes)</b></p> <p>Cllr Barnes was not present at the meeting. The clerk is to chase. Cllr Unsworth advised that Coggeshall was one of the few parishes without a current plan.</p>									
2020/196.	<p><b>Update from the Market Working Party</b></p> <p>Cllr Walsh advised that the working party were in conversation with BDC with regard to being able to close the whole of Stoneham Street for the market.</p> <p>Cllr Unsworth advised he was investigating the possibility of the PC having an alcohol licence for Stoneham Street.</p> <p>The working party are to speak with those who are looking at pedestrianisation of Stoneham Street.</p> <p>Cllr Staines had produced a report which will be discussed at the next meeting.</p>									
2020/197.	<p><b>To note the correspondence from Braintree District Council with regard to the Planning Inspector's decision on the local plan</b></p> <p>Noted – a more detailed update will be given after BDC have met on 1<sup>st</sup> June.</p>	App 6								
2020/198.	<p><b>To note the following Planning Application</b></p> <table border="1" data-bbox="347 1630 1329 1904"> <tr> <td><b>APPLICATION NO:</b></td> <td>20/00635/FUL</td> </tr> <tr> <td><b>DESCRIPTION:</b></td> <td><a href="#"><u>Change of use of ancillary residential (C3) outbuilding for use as a short term holiday/rental let, together with associated external and internal alterations to facilitate the change of use.</u></a></td> </tr> <tr> <td><b>LOCATION:</b></td> <td>5 West Street Coggeshall Essex CO6 1NL</td> </tr> <tr> <td><b>Date for comments</b></td> <td>Tue 26 May 2020</td> </tr> </table> <p>It was proposed to object to the application due to the loss of parking and the absence of parking for the holiday let as most of</p>	<b>APPLICATION NO:</b>	20/00635/FUL	<b>DESCRIPTION:</b>	<a href="#"><u>Change of use of ancillary residential (C3) outbuilding for use as a short term holiday/rental let, together with associated external and internal alterations to facilitate the change of use.</u></a>	<b>LOCATION:</b>	5 West Street Coggeshall Essex CO6 1NL	<b>Date for comments</b>	Tue 26 May 2020	
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	<p>the neighbouring properties do not have off street parking and the on-street parking is limited.</p> <p><b>Resolved:</b> Proposer Cllr Unsworth, Secunder Cllr Smalley – 9 in favour, 2 abstentions</p>									
2020/199.	<table border="1"> <tr> <td><b>APPLICATION NO:</b></td> <td>20/00701/FUL</td> </tr> <tr> <td><b>DESCRIPTION:</b></td> <td><a href="#"><u>Erection of 2 x 2 bed single-storey dwellinghouses with amenity space, parking, landscaping and associated works.</u></a></td> </tr> <tr> <td><b>LOCATION:</b></td> <td>9 Tilkey Road Coggeshall Essex CO6 1PG</td> </tr> <tr> <td><b>Date for comments</b></td> <td>Thu 04 Jun 2020</td> </tr> </table> <p>Cllr Staines proposed to support the application. There was no seconder for this motion.</p> <p>It was proposed to object to the application due to over-development of the site and in appropriate design.</p> <p><b>Resolved:</b> Proposer Cllr Astley, Secunder Cllr Walsh – 8 in favour – 3 abstentions.</p>	<b>APPLICATION NO:</b>	20/00701/FUL	<b>DESCRIPTION:</b>	<a href="#"><u>Erection of 2 x 2 bed single-storey dwellinghouses with amenity space, parking, landscaping and associated works.</u></a>	<b>LOCATION:</b>	9 Tilkey Road Coggeshall Essex CO6 1PG	<b>Date for comments</b>	Thu 04 Jun 2020	
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2020/200.	<p><b>Cllr Culemann left the meeting due to technical issues</b></p> <table border="1"> <tr> <td><b>APPLICATION NO:</b></td> <td>20/00719/FUL</td> </tr> <tr> <td><b>DESCRIPTION:</b></td> <td><a href="#"><u>Replacement of existing Barn B with new timber framed structure to form a two-storey 4 bed dwellinghouse and erection of detached ancillary garage/carport building</u></a></td> </tr> <tr> <td><b>LOCATION:</b></td> <td>Barn B Land At Highfields Farm West Street Coggeshall Essex</td> </tr> <tr> <td><b>Date for comments</b></td> <td>Fri 12 Jun 2020</td> </tr> </table> <p>It was proposed to support the application as the property would improve the area.</p> <p><b>Resolved:</b> Proposer Cllr Appleton-Claydon Secunder Cllr Plumb - unanimous</p>	<b>APPLICATION NO:</b>	20/00719/FUL	<b>DESCRIPTION:</b>	<a href="#"><u>Replacement of existing Barn B with new timber framed structure to form a two-storey 4 bed dwellinghouse and erection of detached ancillary garage/carport building</u></a>	<b>LOCATION:</b>	Barn B Land At Highfields Farm West Street Coggeshall Essex	<b>Date for comments</b>	Fri 12 Jun 2020	
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2020/206.	<p><b>Items for the next agenda</b>  RFO – Financial Report</p>									
2020/207.	<p><b>To agree the date and time of the next meeting</b></p>									
2020/208.	<p><b>To close the meeting to the press and the public to discuss matters of a confidential nature</b></p>									

2020/209.	<b>To discuss employment matters relating to issues arising from the Covid-19 pandemic</b>	App 7

The meeting closed at