



# COGGESHALL PARISH COUNCIL

Village Hall, 25 Stoneham Street, Coggeshall, Essex, CO6 1UH  
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To Councillors

## Minutes of a virtual meeting of the **PARISH COUNCIL** held on **Monday 26<sup>th</sup> October 2020** at **7.30 pm**

Agenda /Minute Number	Agenda Item	Appendix Number
2020/462	<p><b>Those present and apologies for absence</b></p> <p><b>Present:</b> - Cllr Unsworth, Cllr Plumb, Cllr Culemann, Cllr Staines, Cllr Keig, Cllr Astley, Cllr Claydon, Cllr Smalley, Cllr Hagger Cllr Barnes &amp; Cllr Ross,</p> <p><b>Apologies:</b> ECC Robert Mitchell, Cllr Walsh, <b>Cllr Horne</b></p> <p><b>Also Present:</b> - Acting Clerk – Grahame Walkingshaw, RFO Steve Marriott &amp; 2 members of the public</p>	
2020/463	<p><b>Councillors Declarations</b></p> <p>Cllr Nick Unsworth (planning applications 2020/480 to 2020/484) Cllr James Astley 2020/473</p>	
2020/464	<p><b>Minutes of previous meetings.</b></p> <p>The minutes of the Full Council meeting of Monday 12<sup>th</sup> October 2020 were approved as a true record</p> <p><b>Resolved:</b> - Proposer Cllr Culemann      Seconder Cllr Unsworth Unanimous</p>	App 1
2020/465	<p><b>Public Participation session with respect to Agenda items and other matters of mutual interest.</b></p> <p>A resident stated that it was good news about Nunn's Bridge and went on to discuss the Market Stall letter informing people of a road closure which had not been agreed as yet. The resident informed the meeting that if the Parish Council went ahead with this, that they would be liable for any accidents or incidents that occurred in relation to this.</p> <p>Cllr Michael Staines informed the meeting that permission for the Road Closure was currently with Braintree District Council and that the Parish Council were hoping that this would be in place for the 26<sup>th</sup> November 2020 Market Stalls.</p> <p>The Parish Clerk informed the meeting that the road closure for the 26<sup>th</sup> October 2020 had not been accepted by Braintree District Council.</p> <p>Cllr James Astley enquired why the letter had been sent out before we had permission to close the road &amp; was the letter passed through the Clerk?</p> <p>Cllr Michael Staines stated that it had been passed to the Parish Clerk and said that it was easier to withdraw the road closure application and we should wait for formal notice whether the road can be closed or not.</p>	

	<p>Cllr Nick Unsworth reported that Braintree District Council had no objections to the application.</p> <p>A resident suggested that all Coggeshall residents should have received the letter and not just a selective few and re-iterated that should any accident or incident happen then the Parish Council would be liable.</p> <p>Cllr Jochen Culemann informed the meeting that the Parish Council would not close the road without permission to do so.</p> <p>Cllr Michael Staines explained that it is the same process used for the Christmas Market &amp; others before. He further stated that letters would not go out to all residents.</p> <p>Ian Hagger joined the meeting at 7.45 p.m.</p>	
2020/466	<p><b>Braintree District Funding</b></p> <p>RFO Steve Marriott updated the Parish Council <b>that an email had had been sent to Braintree District Council enquiring about funding</b> and been told that the Parish Council would not be entitled to anything.</p> <p>RFO Steve Marriott has been working with Cllr Geoff Keig in relation to Hiscox's Insurance &amp; making a claim with the brokers. He explained we will need to wait till January 2021 for further clarity on this issue.</p> <p>He informed the meeting further that contact with the insurance company over Public Liability had been made in reference to a refund. The insurance company had stated that there would be no refund due.</p>	App 2
2020/467	<p><b>County Councillor's &amp; District Councillor's Report</b></p> <p>BDC Cllr Unsworth informed the meeting that Essex had gone to a higher tier in relation to COVID and this is putting pressure on the NHS.</p> <p>ECC Robert Mitchell stated that movement to tier 2 in Essex was not just down to ECC but had been agreed across the board by all groups and all political parties. He asked that members of the public continue to follow social distancing.</p> <p>Cllr John Claydon asked about the pothole scheme? ECC Robert Mitchell informed the meeting that there had been little response from Coggeshall regarding potholes and that the money was going to repairing a footway</p>	
2020/468	<p><b>Clerk's Report and current projects list</b></p> <p>The Clerk reported that there had been a number of complaints (4) about the letter regarding the Market Stall on Thursday 26<sup>th</sup> October 2020 from residents &amp; 1 business. A Market stall holder had also complained about the letter and the times stated which show from 06:00 a.m. to 09:00 p.m. (Discussed under 2020/465 Public Participation)</p> <p>The initial landscaping works for the cemetery extension have now been completed and the area has been seeded. The clerk is now progressing with the planning application for the change of use. The contractor has been given the instructions to proceed and work is partially complete</p> <p>The working group have completed the form and this has been submitted to BDC, the risk assessment has now been completed and Cllr Staines will send it to BDC.</p>	App 3

	<p>The village hall is available to some of our regular hirers as fitness and dance groups are still permitted, but not social groups. A QR code has been obtained and posters are displayed at the entrances and also inside the hall</p> <p>Training Attended None</p> <p>Benches in Church Green - the Clerk has received confirmation that a grant of £1,100 has been received from BDC Councillors for the installation of two benches at Church Green and in correspondence with Eastlight Homes have confirmed that they will contribute £1,500. The clerk is checking that the companies who quoted will still stand by their quotations and this is on the agenda for discussion.</p> <p>The tree surgeon has confirmed they will be carrying out the required works to those trees identified in the report over the next couple of months. In addition, they had to carry out emergency work to a tree in the cemetery when a large branch detached itself during the recent high winds. Further works will be carried out on this tree as it is now unbalanced and prone to further damage. The clerk contacted Proludic regarding the repairs. However, they use a sub-contractor for the installation works, but have suggested a couple of other companies and the clerk is in the process of sending out information packs for quotations.</p> <p>The order for the first phase of the Big Park Project has now been formally submitted and the clerk and Cllrs Unsworth and Walsh attended a pre-start meeting. It is hoped that installation should commence in mid-October</p> <p>Co-option – North Ward Braintree confirmed that the Parish Council are now able to co-opt a Councillor to the North Ward following the resignation of Cllr Appleton-Claydon. Notices were posted on the notice boards on Wednesday 7th October, asking for applications by Wednesday 28th September.</p> <p>Due to Covid, the British Legion will not be organising the normal Remembrance Sunday event on behalf of the Parish Council. The gates to the war memorial will be open during remembrance week for people to lay wreaths. A wreath has been ordered and will be laid on behalf of the Parish Council.</p> <p>Nothing further to report.</p>	
2020/469	<p><b>Correspondence received:</b></p> <p>Stop Stansted Group (08/10/20) – The chairman explained that this looked like a request for financial support for the group. RFO Steve Marriott &amp; Cllr John Claydon both stated that the Parish Council do not have funding for this in the present climate. Cllr Nick Unsworth actioned the Parish Clerk to inform the group that he can provide assistance on information in relation to High Court action that might be useful to them.</p> <p style="text-align: right;"><b>RESOLVED</b></p>	App 4
2020/470	<p>Finance Committee</p> <p>To note the next finance committee meeting on 4<sup>th</sup> November 2020. (Note: the agenda showed the year as 2021 in error, should of course be 2020).</p> <p>RFO Steve Marriott left the meeting at 8.00 p.m.</p>	
2020/471	<p><b>Update on Public Consultations</b></p>	

	<p>1. <b>Government white paper on planning (29<sup>th</sup> October 2020) (Cllrs Unsworth &amp; Walsh) – have till end of month to respond</b>  <a href="https://www.gov.uk/government/consultations/planning-for-the-future">https://www.gov.uk/government/consultations/planning-for-the-future</a>  Nothing further to report</p> <p>2. <b>Parking on Pavements (22<sup>nd</sup> November 2020) (Cllr Culemann &amp; Ross) – in progress at present – Cllr Ross to respond.</b>  <a href="https://www.gov.uk/government/consultations/managing-pavement-parking/pavement-parking-options-for-change">https://www.gov.uk/government/consultations/managing-pavement-parking/pavement-parking-options-for-change</a>  Cllr Jochen Culemann will report on this at the next meeting.</p>	
2020/472	<p><b>To consider the quotations for the replacement of the rear doors in the village hall (Keys Room and Youth Chamber) and agree a contractor to carry out the work.</b>  Cllr Unsworth proposed to accept the quotation from TEK Interiors.</p> <p><b>Resolved:</b> - Proposer Cllr Unsworth, Seconder Cllr Culemann – Unanimous</p>	App 5
2020/473	<p><b>To receive the monthly report from the Big Park Project fundraising group</b>  Nothing further to report</p>	
2020/474	<p><b>Update on the IWMF (Cllrs Unsworth &amp; Walsh)</b>  Cllr Unsworth reported that this had gone to the High Court for a 1-day permission hearing on Tuesday 13<sup>th</sup> October 2020 and the outcome was that it would not be going further to the High Court. This means that the Incinerator would be going ahead as planned. The Action Group would now change focus and look at protecting &amp; defending air quality and would be making an announcement at a later date.</p> <p style="text-align: right;"><b>RESOLVED</b></p>	
2020/475	<p><b>To note the correspondence from BDC with regard to the Sailings Neighbourhood Plan and to consider submitting a response</b>  It was proposed that the Parish Council make no response to this correspondence</p> <p><b>Resolved:</b> - Proposer Cllr Nick Unsworth  Seconder Cllr Jochen Culemann  Unanimous</p>	App 6
2020/476	<p><b>To discuss Nunn's Bridge, Coggeshall</b>  Cllr Jochen Culemann reported that Essex County Council had agreed to refurbish Nunn's Bridge instead of building a new bridge. He stated that there would be costs involved in refurbishing the bridge and that there may be minor changes to some of the support structure.</p> <p>Cllr Jochen Culemann further reported that the environmental concerns with the removal of lead paint would be addressed by putting a bubble around the bridge, stopping any paint from falling into the water below.</p> <p>The timescale for the work would be looking at completion by Autumn 2021. ECC Robert Mitchell had voiced concern that there may be some delays along the way but he would like it opened by then.</p>	App 7

	<p>Cllr Nick Unsworth asked if any discussion about the top of the bridge in relation to cyclists/prams/pedestrians &amp; disabled access had taken place?</p> <p>Cllr Jochen Culemann confirmed they had.</p> <p>Cllr Trevor Plumb asked if the bridge, being a listed structure, will it have any bearing on flooding or quarrying in the area?</p> <p>Cllr Nick Unsworth informed the meeting that it might, as the long term aim of this project may be to move the footpath and to create a cycle route.</p> <p>Cllr Michael Staines asked if the Parish Council could put up signs or boards to present information on the bridge as part of the refurbishment?</p> <p>Cllr Jochen Culemann suggested that there was no rush on this at the present time as it would not open till Autumn 2021.</p>	
2020/477	<p><b>To nominate a Rural Market Town Grouping representative from the Parish Council.</b></p> <p>It was proposed that Cllr Nick Unsworth be the representative for this group.</p> <p><b>Resolved:</b> - Proposer Cllr Jochen Culemann  Seconder Cllr Michael Staines  Unanimous</p>	
2020/478	<p><b>To consider using the Stoneham Car Park as a drop off point for Honywood School as part of the Stop Swap Go campaign with Essex Highways</b></p> <p>Cllr Trevor Plumb informed the meeting that a bottleneck could happen as cars try to manoeuvre in and out of the car park and that access to the car park is very narrow at present. In principle, he thought this a good idea but in practice not such a good idea.</p> <p>Cllr Jochen Culemann informed the meeting that increased traffic could be an issue, especially on Market Day.</p> <p>Cllr Geoff Keig supported Cllr Trevor Plumb regarding "bottleneck" and was in favour of the idea but thought this was the wrong location.</p> <p>Cllr Trevor Plumb was concerned about parents driving to this location and shifting the problem from Honywood' s to the Car Park. The location was a worry.</p> <p>Cllr Michael Staines was concerned about where the cars were coming from and suggested alternative locations as opposed to the Car Park.</p> <p>Cllr John Claydon supported Cllr Trevor Plumb voicing his concerns regarding cars/congestion and safety of the children.</p> <p>Cllr Michael Staines suggested that the school be contacted and ask what measures they have taken on this at present?</p> <p>The Parish Council would look into alternative sites.</p> <p>Suggestions raised at the meeting included Church Green, East Street (Recreation Ground area), Co-op Car Park &amp; Garage Barn Car Park.</p> <p>Cllr Jochen Culemann proposed that the Parish Council write to Essex Highways to voice concern over safety and increased traffic. The Parish Council wanted to note in the letter that it was not opposed to this idea but thought an alternative location would be better.</p>	App 8

	Proposed: Cllr Jochen Culemann Seconder: Cllr Nick Unsworth Unanimous									
2020/479	<p><b>National Lottery Funding</b></p> <p>To agree for the clerk to contact the National Lottery Funding Representative to ask them about eligible grants and programmes for the second phase of the Big Park Project.</p> <p>It was proposed that the Parish Clerk contact the National lottery Funding and report back to the next meeting on any funding opportunities.</p> <p><b>Resolved:</b> - Proposer Cllr Jochen Culemann Seconder Cllr John Claydon – Unanimous</p>									
2020/480	<p><b>To consider the following Planning Applications</b></p> <table border="1"> <tr> <td><b>APPLICATION NO:</b></td> <td>20/00038/REM</td> </tr> <tr> <td><b>DESCRIPTION:</b></td> <td><a href="#">Application for approval of Reserved Matters for scale, layout, appearance and landscaping of outline planning consent 17/02246/OUT (modified under 19/02072/VAR) in relation to the erection of 300 dwellings (including 40% affordable), a community building, and associated internal roads, parking, drainage infrastructure, open space and strategic landscaping.</a></td> </tr> <tr> <td><b>LOCATION:</b></td> <td>Land North of Colchester Road, Coggeshall</td> </tr> <tr> <td><b>Date for comments</b></td> <td>30<sup>th</sup> October 2020</td> </tr> </table> <p>It was proposed to send out App 9 (letter from Cllr James Astley) in response to this application with minor amendments which would be completed by Cllr James Astley.</p> <p><b>Resolved:</b> - Proposer Cllr Jochen Culemann, Seconder Cllr Trevor Plumb For 7 Against 0 Abstain 1 Cllr Nick Unsworth left the meeting</p>	<b>APPLICATION NO:</b>	20/00038/REM	<b>DESCRIPTION:</b>	<a href="#">Application for approval of Reserved Matters for scale, layout, appearance and landscaping of outline planning consent 17/02246/OUT (modified under 19/02072/VAR) in relation to the erection of 300 dwellings (including 40% affordable), a community building, and associated internal roads, parking, drainage infrastructure, open space and strategic landscaping.</a>	<b>LOCATION:</b>	Land North of Colchester Road, Coggeshall	<b>Date for comments</b>	30 <sup>th</sup> October 2020	
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	<b>Resolved:</b> - Proposer Cllr Jochen Culemann, Seconder Cllr Geoff Keig – Unanimous	
2020/485	<b>Items for the next agenda</b> <b>Update from Finance Team about next year's Budget</b> <b>Report from Market Stall Team</b> <b>Date for Annual General Meeting</b>	
2020/486	<b>To agree the date and time of the next meeting</b> (9 <sup>th</sup> November)	

The meeting closed at 9.10 p.m.