



COGGESHALL PARISH COUNCIL

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

To Councillors Plumb, Culemann, Horne, Staines, Hagger, Barnes, Keig, Smalley, Astley, Claydon, Ross & Walsh

YOU ARE SUMMONED TO ATTEND A VIRTUAL MEETING OF THE PARISH COUNCIL on Monday 14th December 2020 at 7.30 pm

The meeting will be held remotely using Zoom video conferencing

THE PRESS AND PUBLIC ARE WELCOME TO ATTEND AND SHOULD CONTACT THE CLERK VIA EMAIL AT LEAST 15 MINUTES BEFORE THE START OF THE MEETING TO RECEIVE A COPY OF THE JOINING INSTRUCTIONS

A G E N D A

Agenda /Minute Number	Agenda Item				Appendix Number
2020/544	Those present and apologies for absence				
2020/545	Councillors Declarations				
2020/546	Co-option of Parish Councillor				App 1
2020/547	Minutes of previous meetings To approve the minutes of the Annual Council meeting of Monday 30 th November 2020. To approve the minutes of the Full Council meeting of Monday 9 th November 2020.				App 2a App 2b
2020/548	Public Participation session with respect to Agenda items and other matters of mutual interest. The maximum time allowed for this item is 15 minutes. At the close of this item, members of the public will no longer be permitted to address the Council unless invited by the Chairman.				
2020/549	County Councillor's & District Councillor's Report				
2020/550	Clerk's Report and current projects list To discuss				App 3
2020/551	Correspondence received				App 4
	24/11/2020	A relative	Letter enclosing donation of £25 for the planting of a tree following cemetery works	For comment or consideration	
	27/11/2020	Big Park Project Working Party	Comment with regard to the Big Park	For comment or consideration	
	02/12/2020	BDC	Email notifying that electric charging points to the Stoneham Street Car Park are not viable	For comment or consideration	

	04/12/2020	Parish Clerk	Notice of resignation	For comment or consideration	
2020/552	Finance Committee 1. To agree payments / accounts payable 2. To note bank balances				App 5i App 5ii
2020/553	Big Park Project – Finance 1. To note that a request has been made to Enovert for payment of the net grant of £22,500 and the funds have been received 2. To approve an interim payment to Proludic in respect of their invoice for £77,000 plus vat less the agreed retention of 5% - £87,780 inc vat				App 6
2020/554	Parish Council Insurance To consider increases in the Council's insurance 1. In respect of Playground Equipment £77,000 with an increased premium of £170.10 for the remainder of the policy term to October 2021 2. In respect of Other Surfaces relating to the Car parks £50,000 with an increased premium of £110.45 for the remainder of the policy term to October 2021				
2020/555	Interim Audit Following the resignation of the Clerk to approve an interim Internal Audit				
2020/556	Grant Application to Braintree District Council To retrospectively approve the RFO making an application for a grant to BDC under the terms of the COVID-19 Business Support Grant: Additional Restrictions Grant				
2020/557	To discuss non-payment of market stall's due to holders wishing to pay by cash				
2020/558	Public Consultations Changes to timetable – Greater Anglia https://www.greateranglia.co.uk/travel-information/great-eastern-mainline-dec-21-timetable-consultation				
2020/559	To note and consider a response to a letter regarding free School Meal payments in our local schools				App 7
2020/560	To note and discuss the CPC entry in the Open Spaces Action plan				App 8
2020/561	To note and discuss the £25 donation received from a relative in relation to the burial ground for the planting of a tree.				see App 3
2020/562	To note the recent GDPR Breach and action taken				App 9
2020/563	To receive an update on the replacement of the rear doors in the village hall (Keys Room and Youth Chamber)				
2020/564	To receive the monthly report from the Big Park Project fundraising group				App 10
2020/565	To consider Anna Appleton-Claydon to join the Big-Park-Project working party				

2020/566	To note the resignation of the Parish Clerk and to receive an update from the Personnel Committee regarding the process for appointing a new clerk.	
2020/567	Neighbourhood Plan - Link from St Anne's Road to Recreation Ground To receive an update	
2020/568	To note the correspondence from Braintree District Council regarding verge cutting	
2020/569	To discuss Grass cutting	
2020/570	To consider and agree the response to the Enovert Feedback form	App
	To consider the following Planning Applications:	
2020/571	APPLICATION NO:	20/02011/NMA
	DESCRIPTION:	Non-Material Amendment to permission 18/00105/FUL granted 27.04.2018 for: Erection of detached garage. Amendment would allow: - Change of the garage door design to a standard double & single roller shutter type. - Increase of external dimensions. - Increase offset from East boundary from 0.45m to 1.0m.
	LOCATION:	123 West Street Coggeshall Essex CO6 1NT
	Date for comments	2020/12/08
2020/572	APPLICATION NO:	20/01872/FUL
	DESCRIPTION:	Erection of a single-storey gift shop and cycle hire outbuilding with mezzanine floor, single-storey biomass boiler and wood-store extension to the existing visitor barn complex, single-storey cold store and canopy, relocated volunteer cabin and storage shed, and associated external works including new fencing, cycle stands and hard/soft landscaping.
	LOCATION:	Marks Hall Estate Marks Hall Road Coggeshall Essex CO6 1TG
	Date for comments	2020/12/22
2020/573	APPLICATION NO:	20/00405/TPOCON
	DESCRIPTION:	Notice of intent to carry out works to tree in a Conservation Area - Holly (T2) - Reduce height by 3 metres and reduce crown width by approximately 0.5 metres, maintaining natural shape
	LOCATION:	20 West Street Coggeshall Essex CO6 1NL
	Date for comments	2020/12/23
2020/574	APPLICATION NO:	20/00404/TPOCON
	DESCRIPTION:	Notice of intent to carry out works to tree in a Conservation Area - Laurel (T1) - reduce crown height by approximately 4 metres. Remove the two lowest limbs that overhang garden of 20 West Street on south boundary and remove trunk that is pushing on boundary wall
	LOCATION:	The Mill House Kings Acre Coggeshall Essex CO6 1NY
	Date for comments	2020/12/23

2020/575	APPLICATION NO:	20/01926/LBC
	DESCRIPTION:	Repainting of exterior walls consisting of a change of colour.
	LOCATION:	93 West Street Coggeshall Essex CO6 1NT
	Date for comments	2020/12/25
2020/576	APPLICATION NO:	20/01919/OUT
	DESCRIPTION:	Outline application with (with appearance and landscaping reserved) for the erection of 15no. dwellings.
	LOCATION:	31 Colchester Road Coggeshall Essex CO6 1RR
	Date for comments	2020/12/31
2020/577	APPLICATION NO:	20/01917/FUL
	DESCRIPTION:	Conversion of and extension to existing barn 'The Byre' to form 1 x 2 bedroom two-storey detached dwellinghouse and erection of 1 x 2 bedroom two-storey detached dwellinghouse, together with associated landscaping and boundary treatments and a garden store for bins and bikes, with shared private access drive.
	LOCATION:	Land Adj. Warley Farm Cottages Nuntys Lane Pattiswick Coggeshall Essex CM77 8B
	Date for comments	2020/12/31
2020/578	APPLICATION NO:	20/01922/LBC
	DESCRIPTION:	The replacement of a uPVC bathroom window with a single glazed wooden framed window
	LOCATION:	The Fleece 27 West Street Coggeshall Essex CO6 1NS
	Date for comments	2020/12/31
2020/579	APPLICATION NO:	20/01899/LBC
	DESCRIPTION:	Installation of secondary glazing to three windows
	LOCATION:	22 Stoneham Street Coggeshall Essex CO6 1TT
	Date for comments	2020/12/31
2020/580	APPLICATION NO:	20/01788/HH
	DESCRIPTION:	Single storey detached garden room
	LOCATION:	8 East Street Coggeshall Essex CO6 1SH
	Date for comments	2021/01/04
2020/581	Items for the next agenda	
2020/582	To agree the date and time of the next meeting (12 th January 2021 at 7.30 p.m.) via zoom	



Debbie Morgan
Clerk to Coggeshall Parish Council

9th December 2020