



COGGESHALL PARISH COUNCIL

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To Councillors Plumb, Staines, Hagger, Barnes, Keig, Smalley, Astley, Claydon, Ross, Walsh and Alston

MINUTES OF A VIRTUAL MEETING OF THE PARISH COUNCIL held on Monday 25th January 2021 at 7.30pm

Agenda /Minute Number	Agenda Item	Appendix Number
2020/624	Those present and apologies for absence Present – Cllrs Astley, plumb, Staines, Hagger, Barnes, Keig, Claydon, Ross, Walsh and Alston Apologies – Cllr Smalley Also Present – ECC Cllr Mitchell, BDC Cllrs Unsworth and Wilson, Locum Clerk Carolyn McSweeney, RFO Steve Marriott and 16 members of public	
2020/625	Councillors Declarations – Cllr Astley declared a non pecuniary interest in item 2020/639	
2020/626	Minutes of previous meetings. To approve the minutes of the Full Council meeting of 12 th January 2021. The minutes were approved as a true record with the following amendments – <ul style="list-style-type: none">• Item 2020/612 Cllr Smalley to join Planning Ctte• Noted that Cllr Wilson is a member of BDC not ECC• Item 2020/607 – Cllr Unsworth had requested that reference be made to improvement works at the Coggeshall Cricket Club Resolved Proposed Cllr Astley Seconded Cllr Keig	App 1
2020/627	Public Participation session with respect to Agenda items and other matters of mutual interest. BDC Cllr Wilson thanked the Council for moving the Dog sign at he play area, but asked that the broken catch be replaced. Several members of the public raised concerns about the proposals to install a skate ramp in the Recreation Ground. Residents were concerned about the lack of consultation and the way the matter had been handled in the media. Various alternative locations were suggested. ECC Cllr Mitchell explained some of the problems that had been overcome with the skate ramp installation at Feering. A resident was concerned about items missing from the website.	
2020/628	County Councillor's & District Councillor's Report	

	<p>BDC Cllr Walsh reported that Covid vaccinations for residents from Coggeshall were currently being undertaken at a Surgery at Earls Colne. The 2 Garden Communities, East and West of Braintree, have been turned down by the Inspector so Braintree and other Districts were now having to modify Section 1 of the Local Plan. The Inspector had recommended that Braintree adopt a higher housing requirement up to 2033. A timeline was still awaited for Section 2 of the Local Plan. Regarding the Flood Alleviation Scheme, Cllr Walsh had got agreement from the National Chair of the Environment Agency to chair the public meetings in Coggeshall and Feering, however the Regional Office had now advised that these meetings would no longer take place. Cllr Walsh will take this up at national level again.</p> <p>BDC Cllr Unsworth reported that the Delegated Powers relating to planning applications would not now come into effect until after the Annual General Meeting.</p> <p>ECC Cllr Mitchell advised that there was still no date for the works to the footpaths to be undertaken, hopefully by end of March. He has been looking at the Flood Alleviation Scheme and was awaiting a further report. The winter gritting service has been started and Highways were very busy with a large amount of flooding issues recently within the County. Cllr Stained asked for an update on the working of the Climate Change Group. Cllr Mitchell explained this was split into 6 special Interest Groups and the work then needed to be coordinated. Everything was available on line. Cllr Claydon enquired about up dates on Nunns Bridge, but there was nothing further to add.</p>	
2020/629	<p>Clerk's Report and current projects list</p> <p>Cemetery Extension – it has been agreed that this project can now wait until a new Clerk is in place</p> <p>Accidental Damage to wall at Recreation Ground – partially completed</p> <p>Benches in church Street – the contractor is ready to begin work but further information is required before ECC will grant the work permit</p> <p>Trees - the tree surgeon has confirmed that works will be completed as soon as possible</p> <p>Stoneham Street Car Park – Working Group has been established to liaise with BDC</p>	App 2
2020/630	<p>Correspondence received</p> <p>None received</p>	App 3
2020/631	<p>To note the report from the Finance Committee/RFO</p> <p>I. To agree payments</p> <p>II. To agree new bank signatories</p> <p>The payments were noted. It was confirmed that Cllrs Keig and Ross would become signatories to the new Unity Bank accounts and the RFO stressed that the required information to facilitate this is provided as a matter of urgency.</p> <p>Resolved Proposed Cllr Astley Seconded Cllr Keig</p>	App 4

2020/632	<p>To approve payment of the balance of the Proludic Ltd invoice dated 30/11/20, less agreed retention</p> <p>It was reported that Proludic had still not confirmed that the Inspector was happy that the equipment meets the British Standard Requirements. It was agreed to hold the balance of the invoice until this is received.</p> <p>Resolved Proposed Cllr Astley Seconded Cllr Keig</p>	
2020/633	<p>Skate Ramp Working Party – to consider and agree Terms of Reference</p> <p>The Terms of Reference had been previously circulated and it was confirmed that the membership of the Working Party is – Cllrs Claydon, Alston and Staines, BDC Cllr Unsworth, Simon Emery and Alex Julian.</p> <p>Cllr Staines queried if the Terms of Reference should include obtaining handover certificates, approving payments and holding the funding. It was noted that this is Working Party of the Parish Council and as such cannot make any financial decisions or enter into any contracts without the prior authority of the Full Council. The RFO stated that any funds raised or donated would come to the Parish Council and be held within the Councils' bank account and be placed in an earmarked reserve. It was noted that this was a different arrangement to that given to the Big Park Project who had the authority to raise funding. Cllr Plumb felt this was just a feasibility study and reminded the meeting that it had been previously agreed that no new projects would be introduced in 2021/22. Cllr Astley stated that the Terms of Reference was a means to allow the Working Party to explore the concept of providing a skate ramp within the village and even if this did not happen at this time, it would be useful information for the future. Cllr Plumb felt that the membership should be flexible to allow other people to join who may specific areas of knowledge, but believed this should be led by the Parish Council.</p> <p>It was agreed to accept the Terms of Reference</p> <p>Resolved Proposed Cllr Keig seconded Cllr Hagger</p>	App 5
2020/634	<p>To receive and consider a report from the Skate Ramp Working Party on the procurement of skate ramps from Great Notley Parish Council to include; schedule for inspection, removal and storage from Great Notley; planning requirements including consultation with statutory authorities and residents; suggested locations for installation and safety inspection; breakdown of costs for the entire project and source of funding for the same; ongoing maintenance and inspection costs</p> <p>BDC Cllr Unsworth had submitted a report to the Parish Council earlier, but this had only been circulated just before the meeting started. He explained that the Working Party had met on 20th January and had considered the offer of obtaining the metal skate ramp from Great Notley Parish Council. A second ramp that could be used in conjunction with the Great Notley ramp had also been offered. The Working Party had reached the decision that metal ramps were not appropriate and the provision of a wooden ramp had been explored. A local company had quoted</p>	

approximately £4500 to provide a ramp with ongoing annual maintenance of £200. BDC had agreed that this could be installed under Permitted Development Regulations and other BDC Cllrs had agreed to donate their Locality Funds to the project to ensure that it remained cost neutral to the Parish Council. Having considered alternative locations, the Working Party felt that the Recreation Ground was the most appropriate area to site the ramp. The RFO reminded the Working Party that the Councils' Financial Regulations requires 3 quotes to be obtained for this level of expenditure. Cllr Walsh asked for clarification that the ramp would not attract any costs to the Parish Council, including insurance and maintenance and stressed that the question of location must be subject to public consultation. Cllr Unsworth said that there would of course be insurance costs and annual maintenance costs. Cllr Astley wanted confirmation on the issue of planning permission as there seemed to be conflicting information on this and stressed the need to undertake extensive consultation. He felt that the project was being driven too quickly and this should be slowed down to ensure that the consultation was thorough and included all points. Cllr Hagger supported Cllr Astley and felt that the Recreation Ground might not be the most appropriate place to site the ramp. Cllr Keig was anxious to not disregard the prospective users from the consultation and to seek their views on the preferred location. Cllr Unsworth said that he ramp would not just attract skateboarders, but also bmx and scooter users. Cllr Alston felt that the project should be pushed on without delay and that the Recreation Ground was the only suitable location. Cllr Walsh said that in principle this was a good idea and he was happy to donate his BDC Cllr funds to the project, but was keen that the consultation explored all options and promoted the Council as working with the community. Cllr Hagger pointed out that if the younger population included in the consultation did not support the project then this would have to be accepted. Cllr Staines reminded the meeting that skateboarding was due to be included in the next Olympic Games and this could lead to skateboarding becoming very popular, so the project should move forward as quickly as possible. ECC Cllr Mitchell told the meeting that when the skate ramps had been installed at Feering the users had been totally involved with the design and had been encouraged to get involved at every opportunity. Anna Appleton-Claydon, on behalf of the Big Park Project said that they had been approached by Cllr Unsworth to hold any funds for the skate ramps in their bank account and also to fund any short fall in funding. It had been explained that the bank account could not be used to hold funds for any other projects and that any funds raised by the Big Park Project were specifically for that project only. Mrs Appleton-Claydon felt that the Big Park Project had been misrepresented by Cllr Unsworth on social media. The Big Park Project have not yet considered if they could assist with fundraising, but would only be able to assist once a vigorous consultation had been undertaken. BDC Cllr Wilson stated that she was not against the project, but did not feel the

2020/638	Stoneham Street Car Park – to agree membership of a Working Party to facilitate the car park being enforced by BDC The Traffic Management will assume the responsibility for this matter									
2020/639	Highways England, preferred solution for A12 Junction 24 at Inworth Road, Feering - comments required It was agreed to defer this matter to the next meeting	App 7								
2020/640	The Essex County Council (District of Braintree) (Covid-19 E-Scooter Trial) 2021 – comments by 18/7/2021 As the date for comments was in the future, it was agreed to delay making any representation until the effect of the trial was known	App 8								
2020/641	To approve the attendance of Cllr Alston at the following training courses – Planning Training (£70), New Cllr Day 1 (£90) and New Cllr Day 2 (£90) This was agreed, together with the attendance of Cllr Smalley at the Planning Training course Resolved Proposed Cllr Astley Seconded Cllr Keig									
2020/642	Land North of Colchester Road – to agree delegates to meet with Vistry Group to discuss Reserved Matters It was agreed that Cllrs Astley and Keig, together with representatives of the Neighbourhood Plan Sub Ctte would meet with Vistry Group. Resolved Proposed Cllr Astley Seconded Cllr Plumb	App 9								
2020/643	To consider the following Planning Applications <table border="1"> <tr> <td>APPLICATION NO :</td> <td>20/02220/HH</td> </tr> <tr> <td>DESCRIPTION :</td> <td>Single storey side and rear extension</td> </tr> <tr> <td>LOCATION :</td> <td>27 Buxton Road</td> </tr> <tr> <td>Date for comments</td> <td>4th February 2021</td> </tr> </table> No comment Resolved Proposed Cllr Astley Seconded Cllr Barnes	APPLICATION NO :	20/02220/HH	DESCRIPTION :	Single storey side and rear extension	LOCATION :	27 Buxton Road	Date for comments	4 th February 2021	
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2020/646	Application No	21/00091/TPOCON	
	Description	Notice of Intent to carry out works to trees in conservation area – H1 conifer hedge, fell to ground level, H2 conifer hedge, reduce to approx. 6m	
	Location	13 Bridge Street	
	Date for comments	25th February 2021	
	No Comment Resolved Proposed Cllr Astley Seconded Cllr Barnes		
2020/647	Items for the next agenda Report of Skate Ramp Working Party to be a recurring item		
2020/648	To note the date and time of the next meeting – Tuesday 9th February 2021		

There being no other business the meeting closed at 9.50pm