



COGGESHALL PARISH COUNCIL

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

MINUTES OF A VIRTUAL MEETING OF THE PARISH COUNCIL on Monday 22nd February 2021 at 7.30pm

Agenda /Minute Number	Agenda Item	Appendix Number
2020/771	Those present and apologies for absence Present – Cllrs Astley (Chair), Keig (Vice Chair), Plumb, Hagger, Staines, Barnes, Smalley, Claydon, Ross and Alston Apologies – Cllr Walsh, BDC Cllr Unsworth, ECC Cllr Mitchell Also present – 9 members of public, Carolyn McSweeney – Locum Clerk and Steve Marriott - RFO	
2020/772	Councillors Declarations - none	
2020/773	Minutes of previous meetings – 9th February 2021 The minutes as previously circulated were agreed as a correct record. Resolved Proposed Cllr Astley Seconded Cllr Staines	App 1
2020/774	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. <ul style="list-style-type: none">• A resident was concerned that the Council was proposing to charge for using the Stoneham Street Car Park and felt this would have a detrimental effect on the Village Centre and was against the wishes of the residents. He was reminded that this matter dated back to 2015 and that a consultation had taken place and that 83% of those residents who had responded were in favour of the Council introducing control of the car park and for it to return to its Short Stay status. The resident referred to the field adjacent to the car park extension being utilised as car parking and was advised that this had been considered but that for legal reasons would not be pursued.• A resident enquired about the website being brought up to date.	
2020/775	County Councillor's & District Councillor's Report BDC Cllr Walsh sent a written report <ul style="list-style-type: none">• Local elections will now go ahead on 6th May 2021 and this will include the 3 vacancies for the Parish Council and likely include the referendum for the Neighbourhood Plan	

	<ul style="list-style-type: none"> • The examination of the Braintree Local Plan – Part 2 will commence in July 2021 • Still some community funding available – applications needed by early March • Braintree Association of Local councils is to be set up and Parishes are asked to nominate representatives. • Cases of Covid 19 in the area continue to reduce <p>ECC Cllr Mitchell sent a written report</p> <ul style="list-style-type: none"> • The Ichooser Solar Together scheme has now launched • ECC planning a 0% Council Tax increase • The Earls Colne-Kelvedon Cycleway Group has been meeting to consider expanding the routes • The gritting teams were busy during the recent spell of bad weather, but are now all back to their normal jobs • Discussions are ongoing with the Environment Agency about alternatives to the proposal to build a flood alleviation scheme to the West of Coggeshall 									
2020/776	Clerk's Report and current projects list – the Clerk has now been provided with contact details for the ECC Officers that can supply the required Utility Stat information.	App 2								
2020/777	<p>Correspondence received</p> <table border="1"> <tr> <td>4.2.2021</td> <td>ECC Highways</td> <td>Public Path Diversion Order – fp 1 Earls Colne/fp 31 Coggeshall</td> <td>noted</td> </tr> <tr> <td>2.2.2021</td> <td>BDC</td> <td>Notice of postponed election - South Ward</td> <td>noted</td> </tr> </table>	4.2.2021	ECC Highways	Public Path Diversion Order – fp 1 Earls Colne/fp 31 Coggeshall	noted	2.2.2021	BDC	Notice of postponed election - South Ward	noted	App 3
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2.2.2021	BDC	Notice of postponed election - South Ward	noted							
2020/778	<p>To note the report from the Finance Committee/RFO - To agree payments</p> <p>The payments were noted and agreed. The RFO advised the meeting that two Business Support Grants for the closures of the Village Hall had been successful and that the shortfall in the normal hiring income should be made up by the Insurance claim</p> <p>Resolved Proposed Cllr Plumb seconded Cllr Claydon</p>	App 4								
2020/779	<p>To note the minutes from the Personnel Committee – 18th February 2021</p> <p>Noted</p>	App 5								
2020/780	<p>Clerk – To agree to the creation of a list of duties/task for the new Clerk</p> <p>Cllr Plumb felt that it would be helpful to the new Clerk to be provided with a list of duties and tasks that prioritised the current projects. After some discussion it was agreed to wait until the Clerk had been in post for a short while and then consider this again</p>									
2020/781	<p>Skate Ramp Working Party</p> <ol style="list-style-type: none"> 1. To receive an update report 2. To consider and agree Consultation Document 	App 6.1 App 6.2								

	<p>3. To consider funding proposals</p> <p>4. To consider revised timing plan for project</p> <p>The updated report and consultation document were considered and the means of circulating the consultation were discussed in detail. There were differing ideas as to how the document should be circulated to ensure they all residents are given an opportunity to respond. A few changes were suggested to the consultation document. After a lot of discussion it was agreed that this project should be referred to the Open Spaces Committee to be considered in greater detail.</p> <p>Resolved Proposed Cllr Astley Seconded Cllr Barnes</p>	App 6.3
2020/782	<p>Market Working Party</p> <ol style="list-style-type: none"> 1. To agree payment of £217 to BDC for weekly market road closures permit for 2021 including Xmas Market 2. To consider and agree redrafting notice to residents and delivery to affected properties and advertising on Social Media 3. To agree for Market Working Party to discuss operational issues with CPC staff 4. To agree to Market working Party discussing future stall placement with stall holders <p>Cllr Staines had spoken to BDC and for a payment of £217 a permit would be given to close the road on every Thursday during 2021 and for the Saturday of the Christmas market. Having the permit would mean that the Council would be free to begin the road closures once the effected properties had been advised. Ther was general agreement that the market should be supported to prosper, but Cllr Astley felt that this should be considered in greater detail and should therefore be referred to the Open Spaces Committee for further consideration.</p> <p>Proposed Cllr Barnes Seconded Cllr Astley</p>	App 7
2020/783	<p>Village Hall Fire Risk Assessment – to consider and agree quotes received</p> <p>3 quotes had been received, 2 quotes for £195+vat and 1 for £455+vat. The Clerk was requested to accept the quote for £195 from the company that had provided the most detailed quote</p> <p>Resolved Proposed Cllr Astley Seconded Cllr Barnes</p>	App 8
2020/784	<p>To approve the attendance of Cllrs on following courses</p> <ul style="list-style-type: none"> • Cllr Smalley – Co-option’s and Elections, 19.4.21 £70 • Cllr Alston – Youth Engagement Conference, 28.4.21 £50 <p>It was agreed to the attendance of Cllrs Smalley and Alston at these courses</p> <p>Resolved Proposed Cllr Keig Seconded Cllr Astley</p>	
2020/785	<p>Report of meeting with Vistry (Bovis) regarding land North of Colchester Road and to agree content of supplementary letter to Bovis</p> <p>Cllrs Astley and Keig and members of the Neighbourhood Plan Group had attended a meeting with Bovis (Vistry). It had been a very productive meeting and a number of the suggestions made previously by the Council had been taken on board. A letter will</p>	App 9 To follow

	be sent to Bovis outlining the Councils' position following the meeting Resolved Proposed Cllr Astley Seconded Cllr Keig									
2020/786	<p>To consider the following Planning Applications</p> <table border="1"> <tr> <td>Application No</td> <td>21/00128/HH</td> </tr> <tr> <td>Description</td> <td>Erection of single storey detached garage</td> </tr> <tr> <td>Location:</td> <td>Orange Barn, chapel Mews- rear of 4 Market Hill</td> </tr> <tr> <td>Date for comments</td> <td>23.2.21</td> </tr> </table> <p>Comments – no objection</p>	Application No	21/00128/HH	Description	Erection of single storey detached garage	Location:	Orange Barn, chapel Mews- rear of 4 Market Hill	Date for comments	23.2.21	
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2020/792	To close the meeting to the Press and members of public due to the sensitive nature of the discussions									

	Resolved Proposed Cllr Astley Seconded Cllr Keig	
2020/793	Appointment of Parish Clerk – to ratify decision of Personnel Ctte Resolved Proposed Cllr Astley Seconded Cllr Keig	
2020/794	Stone ham Street Car Park – to receive a report of the meeting with BDC and NEPP and agree to sign off the SLA's. To discuss and agree several items relating to operation of the car park Resolved Proposed Cllr Plumb Seconded Cllr Hagger	
2020/795	Old Chapel working Party – to agree to reopening, membership And Terms of Reference of the Old Chapel Working Party Resolved Proposed Cllr Astley Seconded Cllr Keig	
2020/796	Items for the next agenda	
2020/797	To note the date and time of the next meeting – to be agreed	

There being no other business the meeting closed at 10.20pm