



COGGESHALL PARISH COUNCIL

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

MINUTES
of the
PARISH COUNCIL MEETING
held on
MONDAY 21 NOVEMBER 2022
at 7.30pm
at Coggeshall Village Hall, Keys Room

Present: Cllr Hagger (Chair), Cllr Alston, Cllr Barry, Cllr Brindley, Cllr Claydon, Cllr Heaton, Cllr Walsh, Cllr Wilson
Philippa Potter, Clerk
County Cllr Paul Thorogood
Steve Marriott, Responsible Financial Officer (RFO)
County Cllr Thorogood, District Cllr Abram
2 members of the public

Agenda Number	Item	Appendix Number
2022/118	Apologies for Absence Apologies were received and accepted from Cllr Plumb, Cllr Ross and Cllr Unsworth.	
2022/119	Declarations Of Interests <ul style="list-style-type: none">Cllr Heaton declared a non-pecuniary interest in item 2022/134 as he is an acquaintance of the property owner.Cllr Brindley declared a non-pecuniary interest in item 2022/134 as she is an acquaintance of the property owner.	
2022/120	Minutes of Previous Meeting It was Proposed Cllr Claydon, Seconded Cllr Walsh, and unanimously Resolved that the minutes of the meeting held 26 September 2022 are a true record and were signed accordingly. The minutes of the meeting of 17 October 2022 were deferred to enable a correction to be made to the Declarations of Interests item.	App 1
2022/121	Public Forum A member of the public asked about the timing of the agendas on the noticeboards. The Clerk explained that due to not having access to the keys of two of the noticeboards at the time, the agenda was put up on one of the boards on time and on the website, but the other two went up the following day.	
2022/122	District and County Councillor Reports County Cllr Thorogood attended to give a summary of his report which has been circulated to Councillors by email: <ul style="list-style-type: none">ECC's winter warmth and spaces fund has been circulated with a link sent to parishes promoting this grant towards warm rooms.	

- No further news received yet about the A120, but it has been heard that there is a scheme looking at implementing a 50mph speed limit on the whole stretch from Marks Farm to Marks Tey, except for the Bradwell section which would remain at 40mph.
- Cllr Thorogood is speaking to ECC about the number of accidents on A120, especially around the junctions with Pattiswick, Stisted, and Coggeshall/Colne Road. The number of accidents causing injury is substantial but is not enough to get this section of road to the top of the list, as there are a number ahead of it. Recent accidents take around 6 months to appear on the statistics but these will be looked at. Cllr Thorogood has also contacted the ECC Cabinet Member responsible for highways who will stay informed.
- A12: It is now thought that there is no need for a link road to help alleviate potential issues in Feering, however residents, Parish Councils and Cllr Thorogood are not in agreement with this. A meeting has been set up for liaison on the issue.
- ECC pothole initiative: the deadline for putting forward a few potholes in the parish for priority is 15 December – details to be sent to Cllr Thorogood.
- 20s plenty: two schemes for 20mph limits in Coggeshall have been put forward to the Local Highways Panel. One is for St Peter's Road and one for Stoneham Street. Cllr Thorogood will be monitoring progress on these.
- Footbridge in The Gravel: this bridge has been broken for a number of months. Cllr Thorogood has asked ECC Highways to prioritise this repair.
- Cllr Hagger asked Cllr Thorogood if the signage around The Gravel/Bridge Street can be checked as a number of vehicles drive the wrong way, and the weight limit sign has been turned/obscured.

Cllr Claydon spoke in favour of the 20mph limit schemes and reported on a meeting he had recently attended regarding a campaign to bring 20mph zones to residential areas as a default position.

District Cllr Abrams gave a report. He has recently been elected to BDC as he knows that a lot of people in Coggeshall are struggling, and he wants to listen and help if he can.

District Cllr Walsh attended and gave a report:

- East Street – Cllr Walsh is pursuing the issue of a pedestrian crossing from the Recreation Ground to the Co-op. A scheme to implement dropped kerbs here is with the Local Highways Panel, but a crossing is still being pursued as the ultimate goal.
- Highways issues in Bridge Street are also being pursued by Cllr Walsh with regard to parking and pedestrian walkways. A 20's Plenty scheme was also put forward here to Cllr Thorogood.
- Planning: BDC has recently had an issue with the 5 year land supply which has dipped under at 4.86 years. This can cause problems with how housing development applications are

	<p>handled, especially appeals, even with a fairly new Local Plan. Local Plan to 2033 has been approved this year.</p> <ul style="list-style-type: none"> National Grid submitted a scoping report which has a deadline of 5 December for 	
2022/123	<p>Clerk's Report</p> <p>The Clerk's Report was received. The Clerk invited the RFO to explain an issue which has arisen with the Council's insurance. The renewed insurance policy has unfortunately not provided public liability insurance for the Chapel, therefore the insurance broker has sought alternatives and has offered a separate policy which would provide restricted peril cover of up to £200,000 reinstatement and PLI of up to £1M, for a premium of £840. This premium can initially be taken from the earmarked reserve for the Chapel. Discussions will continue with the insurers to fine tune the cover.</p> <p>As this cover is required to cover a health and safety liability, the Clerk requested indicative agreement from Council to proceed with obtaining this cover at the best available terms and premium. Council gave agreement for the Clerk to proceed, using the powers under Financial Regulation 4.5.</p> <p>In the meantime, risk management measures have been put in place. The Heras fencing was moved further out, away from the Chapel to provide protection to pedestrians from falling tiles. This has resulted in the closure of the adjacent footpath for the length of the building. Warning signs are up on the fencing, with cones and signs around the outside warning of the closed footpath. Diversion signs are in situ around the cemetery, diverting pedestrians onto the open footpaths around the site.</p>	App 2
2022/124	<p>Finance</p> <ul style="list-style-type: none"> i) It was Proposed Cllr Hagger, Seconded Cllr Claydon, and unanimously Resolved to agree the accounts payable. ii) The bank balance as at 31 October 2022 were noted. iii) The up-to-date position in respect of income and expenditure year to date was noted. 	App 3i App 3ii App 3iii
2022/125	<p>Lloyds Bank Deposits</p> <p>It was Proposed Cllr Claydon, Seconded Cllr Barry, and unanimously Resolved to approve a further fixed term deposit of £30,000 at 2.6% for 12 months.</p>	
2022/126	<p>Parish Council Van Replacement</p> <p>Further to recent mechanical problems, the Clerk is recommending that the parish van is replaced as soon as possible. A suitable petrol van has been located at Van Trade Direct, in Kelvedon, for between £8,500 - £9,000. Council discussed the issues, and it was Proposed Cllr Wilson, Seconded Cllr Walsh and unanimously Resolved to delegate the purchase of a replacement van within the budget of £9,000, in conjunction with the Vice-Chair, Cllr Plumb.</p>	
2022/127	<p>Coggeshall Community Bus</p> <p>The Council received a request from the Coggeshall Community Bus company to assist them with a parking space in the Stoneham Street car park, as they are having to leave their current accommodation and have not found an alternative. It was Proposed Cllr Wilson</p>	App 4

	<p>Seconded Cllr Walsh and unanimously Resolved to provide a free space in the car park for 6 months, after which the situation would be reviewed. The Clerk will meet the group to arrange the most suitable space.</p>	
2022/128	<p>Coggeshall News Magazine The Clerk had received further information from CommunityAd, who confirmed that the Parish Council would only need to provide copy/articles for the magazine. CommunityAd will obtain advertising to fund the publication and distribution of the magazine. It was Proposed Cllr Alston, Seconded Cllr Barry and unanimously Resolved to commission a quarterly magazine for Coggeshall, which would provisionally start in March or April 2023. The magazine working party will make arrangements for the magazine content and the Clerk will liaise with CommunityAd to finalise the details.</p>	
2022/129	<p>Information Boards and Tourist Leaflet Printing</p> <ul style="list-style-type: none"> • It was Proposed Cllr Wilson, Seconded Cllr Walsh and unanimously Resolved to agree to the Open Spaces Committee pursuing grants, either via BDC, ECC or other funding streams, for an Information Board at the Abbey. • It was Proposed Cllr Claydon Seconded Cllr Alston and unanimously Resolved for CPC to apply for funding from either BDC or ECC for a further print run of the CPC tourist leaflets, but if this is not available, for CPC to fund the print run at a cost of approximately £195. District Cllr Abram agreed to look into whether he is able to fund this via BDC. 	
2022/130	<p>Warm Room Cllr Wilson will be arranging a warm room at the Village Hall on Wednesdays from 11am to 3pm in the Bistro/Keys Room. A grant has been sought to cover the cost of tea, coffee, milk and the provision of soup and a roll.</p>	
2022/131	<p>Emergency Expenditure – Village Hall Boiler To report to Council that the Clerk incurred emergency expenditure to enable a further part to be supplied and fitted to the Village Hall boiler to enable the repair to be finalised. The quote agreed was for £566.27 net of VAT. The work was authorised by the Clerk, in accordance with Financial Regulation 4.5, in consultation with the Chair of the Parish Council and Chair of the Finance Committee, as the situation represented an extreme risk to the delivery of Council services.</p>	
2022/132	<p>Date of the Next Meeting The next meeting date is to be agreed.</p>	
2022/133	<p>Exclusion of the Public and Press It was Proposed Cllr Hagger, Seconded Cllr Alston and unanimously resolved to exclude the public and press under the Public Bodies (Admission to Meetings) Act 1960 from item 2022/134 to enable the Parish Council to consider a confidential legal issue.</p>	
2022/134	<p>Boundary Issue Following discussion, it was agreed that a summary of the case would be put together to enable all Councillors to have the background prior to progressing.</p>	