



# COGGESHALL PARISH COUNCIL

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## THE NEXT MEETING OF THE PARISH COUNCIL

will be held on

**TUESDAY 20 DECEMBER 2022**

at 7.30pm

**at Coggeshall Village Hall, Keys Room**

for the purpose of transacting the business shown in the agenda below

The public and press are welcome to be present

Please note that this meeting may be recorded

Clerk

16 December 2022

## AGENDA

Agenda Number	Item	Appendix Number
2022/135	<b>Apologies for Absence</b> Members are reminded that the LGA 1972, S85 states that apologies for absence must be received prior to a meeting.	
2022/136	<b>Declarations Of Interests</b> To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting.	
2022/137	<b>Minutes of Previous Meeting</b> To approve the minutes of the meetings held: <ul style="list-style-type: none"><li>• 5 September 2022</li><li>• 31 October 2022</li><li>• 21 November 2022</li></ul>	App 1 App 2 App 3
2022/138	<b>Public Forum</b> 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.	
2022/139	<b>District and County Councillor Reports</b>	
2022/140	<b>Clerk's Report</b> To receive the Clerk's Report.	App 4
2022/141	<b>Finance</b> <ul style="list-style-type: none"><li>i) To agree accounts payable</li><li>ii) To note bank balance as at 31 August 2022</li></ul>	App 5(i) App 5(ii)

<b>2022/142</b>	<b>Finance Committee</b> To note the content of the draft minutes from a Finance Committee meeting held on 5 December	App 6
<b>2022/143</b>	<b>Finance</b> To discuss and note an update and projection on Income and Expenditure for the year ending 31 March 2023	App 7
<b>2022/144</b>	<b>Finance</b> To discuss the Budget and Precept for the year commencing 1 April 2023: Budget and Precept Resolutions required: - <ul style="list-style-type: none"> <li>• To approve the Budget and Precept</li> <li>• To agree that calculation of the level of General Reserve for the year starting 1 April 2023 should be held over until the year end to 31 March 2023 is known</li> <li>• To agree that the relevant Committees should be asked to undertake upward reviews of: - <ul style="list-style-type: none"> <li>- Hall Hire Income rates</li> <li>- Market stall hire rates</li> <li>- Allotment rental rates</li> <li>- Burial Fees</li> <li>- Car Park season tickets – to increase the eligibility</li> </ul> </li> </ul>	App 8(i) App 8(ii) App 8(iii)
<b>2022/145</b>	<b>Insurance</b> To receive an update on insurance for the Chapel and to resolve to commission a Reinstatement Assessment of the Chapel for insurance purposes	
<b>2022/146</b>	<b>RFO Year End Report – 31March 2022</b> To receive and approve the RFO report to be published on the Parish Council website	App 9
<b>2022/147</b>	<b>Grass Cutting Contract – Continuation</b> To receive the up to date prices and agree to the continuation of the grass cutting contract with M D Landscapes.	App 10
<b>2022/148</b>	<b>Bench Repairs and Repair to Clock Tower Ladder</b> To receive and agree the following quotes: <ul style="list-style-type: none"> <li>• Repair and restore two benches in the Millennium Garden at the quoted cost of £1,190</li> <li>• Repair a missing rung from the Clock Tower ladder at the quoted cost of £80.</li> </ul>	App 11 App 12
<b>2022/149</b>	<b>Portable Appliance Testing Machine</b> To agree to purchase a portable appliance testing machine to enable CPC to undertake PAT testing in-house, at the net cost of £207 (£248.40 inc VAT).	App 13
<b>2022/150</b>	<b>Stoneham Street Car Park – Working Party Report</b> To receive a report from the Working Party regarding the	App 14
<b>2022/151</b>	<b>Coggeshall Community Bus</b> Further to CPC providing a space in the car park for 6 months, a request has been made for them to place a small 'chest' behind the parking space for storage.	
<b>2022/152</b>	<b>20's Plenty Proposal</b> To receive the information attached, and to agree to the following: <ul style="list-style-type: none"> <li>• That CPC Supports the 20's Plenty for Essex campaign;</li> <li>• That CPC will call on Essex County Council to implement 20mph in Coggeshall</li> </ul>	App 15(i) App 15(ii)

	<ul style="list-style-type: none"> <li>That CPC will write to Essex County Council to request 20mph speed limits on streets throughout Essex, where people live, work, shop, play or learn, with 30mph as the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit</li> </ul>	
<b>2022/153</b>	<b>Hollington's Building – Church Street</b> To agree for CPC to write to the owners/representatives of the Hollington's building to request a meeting regarding the future of the site.	
<b>2022/154</b>	<b>CPC Representatives</b> To review CPC representation on the following outside bodies: <ul style="list-style-type: none"> <li>A12VTAG</li> <li>Rivenhall Site Liaison Committee</li> </ul>	
<b>2022/155</b>	<b>Date of the Next Meeting</b> The next meeting date is scheduled for 16 January 2023.	
<b>2022/156</b>	<b>Exclusion of the Public and Press</b> To resolve to exclude the public and press under the Public Bodies (Admission to Meetings) Act 1960 from item 2022/157 to enable the Parish Council to consider a confidential staffing issue.	
<b>2022/157</b>	<b>Staffing Issue</b> To agree to a recommendation made by the Staffing Committee.	App 16