



COGGESHALL PARISH COUNCIL

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

THE NEXT MEETING OF THE PARISH COUNCIL

will be held on

MONDAY 16 JANUARY 2023

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

11 January 2023

AGENDA

Agenda Number	Item	Appendix Number
2022/158	Apologies for Absence Members are reminded that the LGA 1972, S85 states that apologies for absence must be received prior to a meeting.	
2022/159	Declarations Of Interests 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.	
2022/160	Minutes of Previous Meeting To approve the minutes of the meetings held: <ul style="list-style-type: none">17 October 202220 December 2022	App 1 App 2
2022/161	Public Forum 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 Chair.	
2022/162	District and County Councillor Reports	
2022/163	Clerk's Report To receive the Clerk's Report.	App 3
2022/164	Finance <ul style="list-style-type: none">i) To agree accounts payable.ii) To note the bank balances as at 31 December 2022 and discuss the Council's deposits.iii) To note the up-to-date position in respect of income and expenditure year to date.	App 4(ii) App 4(ii) App 4(iii)

2022/165	Precept To authorise the Chairman and Clerk to sign the precept request addressed to Braintree District Council (BDC).	App 4(iv)
2022/166	Parish Council Representatives – Rivenhall Site Liaison Committee To review and agree the Parish Council's representation on the Rivenhall Site Liaison Committee.	
2022/167	S106 Monies – Expiring 28 February 2023 To agree to the Clerk negotiating a suitable way for the Parish Council to make use of an amount of £1280.08, from a S106 payment, in accordance with the Braintree District Council (BDC) Open Spaces Action Plan, before its expiry at the end of February.	
2022/168	Millennium Garden Benches – Repairs To receive a quote for the repair and repainting of the most seriously damaged bench in the Millennium Garden, as per the circulated quote in Appendix 5.	App 5
2022/169	Coggeshall Carnival – Hire of Recreation Ground To approve an application from the Coggeshall Carnival Committee to hire the Recreation Ground on 15 July 2023, and for the Open Spaces Committee to take the lead on agreeing the details of the arrangements with the Carnival Committee.	Apps 6(i), (ii)
2022/170	Coggeshall Carnival – Grant Application To discuss and agree on a grant application received from the Coggeshall Carnival Committee, for the amount of £1,000, as per the circulated application in Appendix 7.	Apps 7(i), (ii), (iii)
2022/171	Hire of Recreation Ground – Review of Application Form, Terms and Conditions and Charging To review the application process for the hire of the Recreation Ground, on the basis of applications for: <ul style="list-style-type: none"> • Community Events/Groups • Businesses 	App 8
2022/172	Open Spaces Action Plan Update – 2023 <ul style="list-style-type: none"> • To review the current entries and agree any changes to be made. • To discuss and agree whether to include an entry for the Earls Colne Tennis Club under Coggeshall Parish Council. 	Apps 9(i), (ii)
2022/173	Annual Parish Assembly – Date and Format <ul style="list-style-type: none"> • To agree the date for the 2023 Parish Assembly. • To agree on the format for the meeting. 	
2022/174	Parish Councillor Contact Information For Councillors to agree on the following: <ul style="list-style-type: none"> • For a confidential internal CPC contact list of Councillor's email addresses and phone numbers to be held by all Councillors. • The format of the CPC contact page in the Coggeshall News Magazine, with regard to Councillors' names, photos, and to agree on how to deal with email contact. • To discuss whether a WhatsApp group between CPC Councillors and the Clerk would be agreeable, in order for easier general contact where it would be more expedient than email. 	
2022/175	Village Hall Committee Membership To agree to add Councillors to this Committee, in order to arrange a meeting to progress matters around the Village Hall.	

2022/176	Planning Applications - to agree a response to the following:	Deadline
176.1	<ul style="list-style-type: none"> 22/03131/HH 66 West Street Coggeshall: Addition of 6 No. solar panels to south facing roof. Addition of solid wall insulation to front upper half of south facing elevation. https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=details&keyVal=RL E3MHBF0EC00 	17 January
176.2	<ul style="list-style-type: none"> 22/03385/HH and 22/03295/LBC 43 East Street Coggeshall Insertion of 5 No. rooflights to rear elevation, rooflight to first floor and replacement window to rear elevation. Internal alterations including insertion of partition walls, removal of existing internal walls, installation of plasterboard, replacement of flooring, repair internal brickwork, relocate gas meter internally, creation of shower room/bathroom at first floor, replacement/repair ceilings, removal/alterations to fireplaces. https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RMVHTJBF0J900 	17 January
176.3	<ul style="list-style-type: none"> 22/02882/LBC 29 East Street Coggeshall Replacement of front and rear doors. https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RKCX9BBFFXS00 	18 January
176.4	<ul style="list-style-type: none"> 22/03476/HH 12 Pointwell Lane Coggeshall Loft conversion with rear dormer roof extension. https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RNP295BFH1300 	2 February
2022/177	<p>Date of the Next Meeting The next meeting date is scheduled for 20 February 2023.</p>	
2022/178	<p>Exclusion of the Public and Press To resolve to exclude the public and press under the Public Bodies (Admission to Meetings) Act 1960 from item 2022/179 to enable the Parish Council to consider a confidential legal issue.</p>	
2022/179	<p>Boundary Issue To discuss and agree a way forward on a boundary issue.</p>	