



COGGESHALL PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL meeting held on MONDAY 15 NOVEMBER 2021 at 7.30 PM at Coggeshall Village Hall, Keys Room

Agenda Number	Item	Appendix Number
2021/253	<p>Those present: Cllr Astley (Chair), Cllr Alston, Cllr Claydon, Cllr Barnes, Cllr Hagger, Cllr Heaton, Cllr Plumb, Cllr Ross, Cllr Staines, Cllr Unsworth, Cllr Walsh</p> <p>Philippa Potter, Clerk Steve Marriott, RFO County Cllr Thorogood 8 members of the public</p>	
2021/254	<p>Declarations Of Interests Cllr Unsworth declared a non-pecuniary interest, for transparency, regarding item 2021/261 – Skate Ramp, with regard to the offer made previously to use some of his BDC Councillor grant towards the purchase.</p>	
2021/255	<p>Minutes of Previous Meeting It was Proposed Cllr Hagger, Seconded Cllr Alston and Resolved that the minutes of the meeting held on 18 October 2021 are a true record, and were signed accordingly.</p>	App 1
2021/256	<p>Public Participation session with respect to Agenda items and other matters of mutual interest. Members of the public, and a representative from the Coggeshall Society spoke about concerns around the installation of a skate ramp at the Recreation Ground, with regard to noise, visual impact, the effect on the Conservation Area and surrounding properties. The Coggeshall Society asked that locations other than those looked at under the ROSPA report also be considered.</p> <p>General observations were made regarding the S106 process and the lack of monies allocated by Braintree District Council (BDC) to areas other than open spaces within parishes.</p> <p>A member of the public raised the issue of whether a zebra crossing, or other measures could be investigated for pedestrian crossing from the Recreation Ground to the Co-op on East Street. This was looked at as part of the planning process for the Co-op</p>	

	<p>but was not taken forward. There are concerns regarding visibility for pedestrians crossing here, and the issues caused by cars parked along the Recreation Ground side of the road. It was agreed to bring this item to the December meeting to discuss a request to the Essex County Council (ECC) Local Highways Panel for investigation into a suitable scheme.</p> <p>A member of the public thanked Council for the information circulated regarding the market road closures.</p>	
<p>2021/257</p>	<p>County Councillor's & District Councillor's Report</p> <p>Cllr Thorogood spoke regarding the current A12 consultation, which incorporates an online virtual exhibition and various online drop in events. A meeting was recently hosted by National Highways, with Feering and Kelvedon Parish Councils, with the main concerns being around the proposed new junction 24, which will replace the current junction at Feering. There are concerns that increased traffic will use Hinds Bridge, which is narrow, and cause long queues at the Blue Anchor junction</p> <p>A meeting regarding the Coggeshall Flood Alleviation Scheme was chaired by Cllr Thorogood which discussed the planning process currently being undertaken by Blackwater Aggregates. An application is being submitted in the new year with a potential 6 month timeframe before a decision is made.</p> <p>Issues around the current position with the IWMF were reported, with Cllr Thorogood speaking on this at meeting in December.</p> <p>At ECC Highways, some schemes for Coggeshall are going forward to the Local Highways Panel, and Cllr Thorogood spoke about a new initiative whereby parishes will be able to purchase vehicle activated speed signs, with ECC assisting with the cost of the preliminary surveys.</p> <p>Cllr Thorogood currently has a pot of money to grant towards parish projects. CPC to put forward ideas for projects to be considered.</p> <p>District Cllr Walsh also spoke about concerns around the plans for the A12 regarding the Inworth junction and the junction with Feering Road.</p> <p>District Cllr Unsworth spoke about his attendance at a meeting regarding Bradwell Quarry and the plans for site A7. Cllr Unsworth has approached them regarding funding towards the parish for community projects, which may be forthcoming in the near year. He also spoke about an alternative community scheme to provide flood alleviation which is gaining some traction. Cllr Unsworth has also met with Priti Patel MP with regard to her input around questions on the IWMF planning process.</p>	

	<p>Cllr Unsworth is championing air quality issues and has acquired an air quality monitor for Honywood School.</p> <p>District Cllr Walsh spoke about Bradwell Quarry and the proposed flood alleviation scheme, with regard to the funding of the project. He also spoke about issues which have arisen around language used at recent BDC meetings.</p> <p>Cllr Walsh updated Council on the Local Plan process, which is still waiting for receipt of the Inspector's report. This will then continue through the process to being adopted by BDC, which is now looking likely to be in the new year. However, even with an up to date Local Plan, 5 year land supply and a made Neighbourhood Plan, parishes are still not immune to development being permitted outside of these processes. On a positive note, BDC are beginning their Member forums which will include local Councillors and Parish Councils in the early parts of the planning process, and plans are under way to strengthen enforcement.</p>	
2021/258	<p>Clerk's Report and Correspondence</p> <p>The Clerk reported that office work was being prioritised and worked through. A list of correspondence received was received and noted.</p>	App 2
2021/259	<p>Big Park Project</p> <p>The Big Park Project Fundraising Group offered to contribute £1,170 towards the cost of the protective matting provided by Proludic, to cover the area of the playing field where the vehicles will pass over while constructing the new play area on the Recreation Ground, to assist the Parish Council with the cost.</p> <p>It was Proposed Cllr Hagger, Seconded Cllr Astley and Resolved, with one abstention, to gratefully accept the offer, and thanks were given to the Group for the donation.</p>	
2021/260	<p>Playground Fencing</p> <p>Following discussion, it was Proposed Cllr Astley, Seconded Cllr Hagger and Resolved with 1 against and 1 abstention, that the fence be extended by 12 feet to the west, to incorporate trees and more space to provide access, shade and seating for the community.</p>	App 3
2021/261	<p>Skate Ramp Project</p> <p>Following the receipt of the report from ROSPA and discussion, it was Proposed Cllr Hagger, Seconded Cllr Unsworth that Council agree to install the skate ramp in the preferred position identified in their report (On the Rec and south of the basketball court), however, the motion was defeated by a vote of 4 in favour, 6 against, with 1 abstention.</p> <p>Consequently, the second motion put forward on the agenda to agree to go out to tender for the supply and installation of the skate ramp as per the specification in App 5 such that a fixed cost is provided ahead of any fundraising, was not moved.</p>	App 4 App 5

	<i>During this item, it was Proposed Cllr Claydon, Seconded Cllr Astley and Resolved to suspend standing order 3x, to allow the meeting to continue over two hours.</i>	
2021/262	<p>Finance</p> <ul style="list-style-type: none"> i. It was Proposed Cllr Plumb, Seconded Cllr Astley and Resolved to to agree the Accounts. This included two late payments – one to Ernest Doe for supplies, and to Came & Co for the motor insurance on the Parish Council van. ii. The bank balances were noted. iii. The update on the Budget year to date as of 26 October 2021 was received and noted. iv. The up-to-date position (year to date) in respect of the budget to year ending 31 March 2022 was noted. v. The Council's current cash position was noted. 	<p>App 6i, App 6ii App 6iii App 6iv App 6v</p>
2021/263	<p>To note the draft minutes from the Finance Committee meeting of 3 November, to discuss the Committee recommendations and agree any actions arising. Specifically: -</p> <ul style="list-style-type: none"> 1) The content of the draft Finance Committee meeting minutes from 3 November 2021 were noted. 2) The current draft of the Budget for the year 2022/2023 was discussed and noted. This will be taken to the Finance Committee for further work and returned to Full Council for a final decision in December. 3) Discussion took place (in the context of the budget) around the potential purchase of a) Projector & Stand approx. cost £850 and b) Microphone Congress System approx. cost £3,000. It was Proposed Cllr Hagger, Seconded Cllr Heaton and Resolved that Cllr Unsworth pursue alternative funding outside of the budget for this project. 4) It was Proposed Cllr Hagger, Seconded Cllr Staines and Resolved that Cllr Unsworth and Cllr Hagger form a working party to investigate the replacement of the Council Van with a suitable electric alternative and financing options. 	<p>App 7i App 7ii App 7iii</p>
2021/264	<p>Interim Internal Audit</p> <p>Following the resignation of the previous Clerk, it was Proposed Cllr Astley, Seconded Cllr Plumb and Resolved to undertake a routine Interim Internal Audit by Jan Stobart, at a cost of £160, plus £120 to complete the year end Internal Audit.</p>	
2021/265	<p>Old Chapel</p> <p>Council discussed issues regarding the current position with insurance, access and fencing at the Old Chapel It was agreed that the RFO pursue possible insurance options (over and above the current public liability cover), and that the working party pursue discussions with Honeywood School regarding possible future uses for the building.</p>	
2021/266	<p>Market Stallholders Arrears in Rent</p> <p>The current position regarding rent arrears from the market was discussed, although this has largely now been rectified. It was agreed that the working party would look at this issue over the period of the road closure trial and report back.</p>	
2021/267	<p>BDC Open Spaces Action Plan</p> <p>It was agreed that this item be taken to the Open Spaces</p>	<p>App 8</p>

	Committee for review and return to Full Council by the January 2022 meeting for final agreement.	
2021/268	<p>Parking for Christmas Market</p> <p>Following discussion, it was Proposed Cllr Hagger, Seconded Cllr Staines and Resolved to request that NEPP suspend parking charges at the Stoneham Street car park on Saturday 4 December, to accommodate the Christmas market.</p>	
2021/269	<p>Co-Option of Councillors</p> <p>It was Proposed Cllr Hagger, Seconded Cllr Astley and Resolved for the Clerk to arrange advertising for the current casual vacancies.</p> <p>At this point, Cllr Astley thanked Cllr Barnes for her service to the Council and Parish over her tenure as Parish Councillor, as this was her last meeting.</p>	
2021/270	<p>Date of Next Meeting</p> <p>The next meeting is scheduled for Monday 20 December 2021, at 7.30pm, in the Keys Room.</p>	