



COGGESHALL PARISH COUNCIL

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To Councillors

MINUTES OF A VIRTUAL MEETING OF THE PARISH COUNCIL held on Monday 26th April 2021 at 7.30 pm

Agenda /Minute Number	Agenda Item	Appendix Number
2021/01	<p>Those present and apologies for absence Present: Cllr J Astley (Chairman), Cllr G Keig (Vice Chairman), Cllr J Alston, Cllr N Barnes, Cllr J Claydon, Cllr I Hagger, Cllr T Plumb, Cllr I Ross, Cllr M Staines, and Cllr T Walsh Apologies: An apology was received from District Councillor N Unsworth. Also Present – Theresa Devine, Clerk, Steve Marriott, RFO and 12 members of the public</p>	
2021/02	<p>Councillors Declarations Cllr Claydon declared a non-pecuniary interest connected to a Planning Application and would not vote on that item.</p>	
2021/03	<p>a) Minutes of the Full Council Meeting of 29th March 2021 Proposed: Cllr J Claydon Seconded: Cllr J Astley RESOLVED: That the Minutes of the Meeting of the Full Council held on Monday, 29th March 2021 be accepted as a true and accurate record.</p> <p>b) Minutes of the Open Spaces Committee held on 3rd February 2020. It was agreed to defer this item whilst advice is sought given that all but one of the Councillors present at the actual Meeting were no longer with Coggeshall Parish Council.</p>	App 1a App 1b
2021/04	<p>Public Participation Session</p> <p>a) A Parishioner made enquiries about the placing of solar panels on buildings in the village. It was noted that, although the Neighbourhood Plan was trying to encourage green energy there are Heritage rules which govern these issues and investigation should be made if a listed building was involved.</p> <p>b) A request was made to use the Millennium Garden to hold a meeting of a support group for young children and their parents. Parishioner to write to the Clerk with details.</p> <p>c) A Parishioner who had been the victim of a catalytic converter theft from his car whilst parked in the Council's car park requested that CCTV be installed there. The Parishioner also asked whether residents of Stoneham Street could have a discount for parking on market days once charges are in place.</p>	

	<p>The Chairman explained that there were budgetary constraints surrounding the installation of CCTV but the Council would like to consider this. Cllr Plumb explained that there would be a Season Ticket policy for Coggeshall residents but that policy had not yet been formally decided.</p> <p>d) The Council was informed by one Parishioner that the Planning Application for the Cart Lodge was retrospective.</p>	
2021/05	<p>County Councillor's & District Councillor's Reports Cllr Mitchell gave a report. The following points were noted:</p> <p>a) Pot Holes – the number and extent had been noted whilst delivering election leaflets. The pot holes in the middle of the road are given priority for repair.</p> <p>b) Parker Strategic Land – noted that there is a plan to put 5000 houses around the boundary line. Considered not sustainable. Cllr Walsh requested to be kept informed of this matter.</p> <p>Cllr Walsh made the following points from his report.</p> <p>i) Proxy Vote - A proxy vote can still be allocated up to 5.00 pm on Tuesday, 27th April.</p> <p>ii) Zoom Meeting on the Local Plan – an open question and answer session will take place on 27th April for anyone wanting more information on the Local Plan.</p> <p>iii) Flood Alleviation Scheme – only an automatic email reply has been available for recently. The Quarry – Site A7 has planning permission and has been transferred from reserved status to preferred. This is closer to the new quarry. (Cllr Mitchell commented that if the scheme is approved the site A7 will be mothballed.</p> <p>A lengthy discussion took place about the Mineral and Waste Plan. This item appears later in the Agenda.</p>	
	AGREED: To move forward Item 08 for discussion.	
2021/08	<p>Finance The RFO presented his report to the Council:</p> <p>a) Noted that the accounts referred to in 4(i) should read 12th April and not 12th March.</p> <p>b) Bank Balances at 31st March 2021 were presented.</p> <p>c) Preliminary year end results as at 31st March were presented.</p> <p>d) Items for payment in addition to item 2021/08a were presented.</p> <p>Proposed: Cllr J Astley Seconded: Cllr J Claydon RESOLVED: That the accounts payable (Appendix 4i) and additional items for payment (Appendix 4iv) be approved and that the Bank Balances as at 31st March (Appendix 4ii) and the preliminary year end results as at 31st March 2021 (Appendix 4iii) be noted.</p>	<p>App 4i App 4ii App 4iii App 4iv</p>
2021/06	<p>Clerk's Report a) Wild Flower Area in the Recreation Ground A Parishioner had written to the Clerk to request that the area at the front of the Recreation Ground near the wall be left as a Wild Flower Area. A short discussion took place wherein the Chairman</p>	<p>App 2</p>

	<p>also identified another area of the Recreation Ground west of the play area towards the wall which could be used in the same way. Proposed: Cllr J Astley Seconded: Cllr I Hagger RESOLVED: That the areas concerned be left for wild flowers. Cllr Plumb abstained from the vote as his wife had made the request. b) A request had been received from someone intending to open up a Montessori school – to advertise on the Council's Notice Boards. The Council agreed that previous policy had been not to allow private advertising on the Notice Boards. c) The Clerk informed the Council that she had received a number of emails and other correspondence from Parishioners stating that they did not wish the proposed Skate Ramp to be located in the Recreation Ground.</p>	
2021/07	<p>Correspondence received. The detailed list of correspondence received was noted. Proposed: Cllr J Claydon Seconded: Cllr J Astley RESOLVED: That the request to place a food trailer on the Recreation Ground on 31st May 2021 in connection with a fund raising event by the Big Park Project be approved.</p>	App 3
2021/09	<p>Minerals and Waste Plan Response A discussion took place on the effect that the Minerals and Waste Plan will have on the community. Cllr Alston agreed to complete the on-line response form and to submit a written response on behalf of Coggeshall Parish Council in line with the points agreed. Proposed: Cllr T Plumb Seconded: Cllr J Astley RESOLVED: That having circulated Cllr Alston's draft letter the Council agrees the content duly modified by the inputs primarily from Cllr Astley and Cllr Staines, and that Cllr Alston reformats that content in the prescribed manner via Essex County Council's on-line response form and that she also submits a letter under the Clerk's email account so it is duly authorised by the Parish Council.</p>	
2021/10	<p>Neighbourhood Plan A virtual meeting would take place on Tuesday, 27th April for the public. The referendum would take place on May 6th.</p>	
2021/11	<p>ECC Climate Change Action Commission Consultation A discussion took place. Noted that the consultation did not include recognition of economic growth except for the building of roads and houses. There were 6 main areas to consider. It was noted that the closing date for comments was 4th May 2021. Proposed: Cllr J Astley Seconded: Cllr M Staines RESOLVED: That Cllr Staines will draft a response to send to the Clerk. Cllrs to agree responses by email.</p>	
2021/12	<p>Stoneham Street Car Park A meeting had taken place with representatives from NEPP, Cllrs T Plumb and J Claydon and the Clerk to discuss the details of implementation of the new payment system to park. The Clerk had produced a record of the meeting which would be circulated</p>	

	<p>to the Traffic Management Committee prior to a Meeting of the Committee to take place on Thursday 6th May. The agreements from this meeting to be brought to Full Council on 17th May. It was noted that the costs of implementation were within budget, and that possibly the only issue of concern would be Parking Permits. It was envisaged that the implementation date would be around 3rd August.</p>									
2021/13	<p>Market Working Party Item deferred to next Meeting.</p>									
2021/14	<p>Big Park Project A written report had been received. Proposed: Cllr T Plumb Seconded: Cllr J Astley RESOLVED: That the contents of the Report be noted.</p>									
2021/15	<p>To Appoint Other Councillors to the Personnel Committee It was necessary to appoint more members to the Personnel Committee as the Chairman of the Committee had now left the Council and also to make it possible to fulfil the new conditions of the Grievance Procedure. Proposed: Cllr J Astley Seconded: Cllr T Plumb RESOLVED: That Cllr J Alston and Cllr J Claydon be appointed to the Personnel Committee.</p>									
2021/16	<p>Skate Ramp Working Party The questionnaire had now been delivered to every household. There was a 'gentle stream' of completed forms being submitted. At present it was not possible to comment on the nature of the responses but these would be collated. A market stall would be hired on Thursday, 13th May and paid for by the SRWP.</p>									
2021/17	<p>To consider the following Planning Applications</p> <table border="1"> <tr> <td>APPLICATION NO :</td> <td>21/00838/LBC</td> </tr> <tr> <td>DESCRIPTION :</td> <td>Proposed internal alterations and replacement of one window and one access door.</td> </tr> <tr> <td>LOCATION :</td> <td>5 Stoneham Street, Coggeshall, Essex.</td> </tr> <tr> <td>Date for comments</td> <td>27th April 2021</td> </tr> </table> <p>Proposed: Cllr J Astley Seconded: Cllr J Alston RESOLVED: That the Council has NO OBJECTIONS to this application.</p>	APPLICATION NO :	21/00838/LBC	DESCRIPTION :	Proposed internal alterations and replacement of one window and one access door.	LOCATION :	5 Stoneham Street, Coggeshall, Essex.	Date for comments	27 th April 2021	
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2021/18	<p>To Minute the final response to the following Planning Application which had been agreed via email owing to Covid-19 restrictions Planning Application 21/00671/FUL - Construction of 20 dwellings, new vehicular access to East Street, internal access road, garages, parking spaces, private open space, amenity space and provision of foul and surface water drainage and landscaping at Development Land, East Street, Coggeshall, Essex. (Known as Cooks Field)</p>									

2021/26	<p>Items for the Next Agenda</p> <p>a) Election of a Chairman b) Election of a Vice Chairman c) Committee Membership</p> <p>The next meeting will be held face-to-face. The Clerk to purchase masks on behalf of the Council.</p>	
2021/27	<p>Date and Time of the Next Meeting:</p> <p>Monday, 17th May 2021 at 7.30 pm.</p>	

The Chairman thanked everyone for attending and the Meeting ended at 9.41 pm.

Signed

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