



# COGGESHALL PARISH COUNCIL

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

To Councillors Heaton, Horne, Keig, Appleton-Claydon, Barnes & Culemann

YOU ARE SUMMONED TO ATTEND A MEETING OF **THE VILLAGE HALL COMMITTEE** on **Monday 5<sup>th</sup> November 2018** at **7.30 pm** in the Village Hall, Stoneham Street.

**THE PRESS AND PUBLIC ARE WELCOME TO ATTEND**

## A G E N D A

| <b>Agenda /Minute Number</b> | <b>Agenda Item</b>  | <b>Appendix Number</b> |
|------------------------------|---|------------------------|
| VH18/83.                     | <b>Those present and apologies for absence</b>  |                        |
| VH18/84.                     | <b>Councillors Declarations</b>   |                        |
| VH18/85.                     | <b>Minutes of previous meetings.</b><br>To approve the minutes of the Village Hall meeting of Monday 20 <sup>th</sup> August 2018.  | App 1                  |
| VH18/86.                     | <b>Public Participation session with respect to Agenda items and other matters of mutual interest.</b><br>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. |                        |
| VH18/87.                     | <b>Clerk's Report</b>   | App 2                  |
| VH18/88.                     | <b>To note the Village Hall Financial report</b>  | App 3                  |
| VH18/89.                     | <b>To note and review the Hall Manager's report</b>   | App 4                  |
| VH18/90.                     | <b>To consider and agree the hire charges for the village hall for 2019</b>   |                        |
| VH18/91.                     | <b>Update on the Village Hall Door replacement</b>  |                        |
| VH18/92.                     | <b>To consider the three quotes for the Asbestos Survey and to agree an appoint a surveyor to carry out the survey.</b>   | App 5                  |
| VH18/93.                     | <b>To consider a request from ECC to permit them to use the hall free of charge for a WasteBuster home composting event</b>   | App 6                  |
| VH18/94.                     | <b>To consider a request for an overnight booking from a resident</b>   | App 7                  |
| VH18/95.                     | <b>To consider charging interest for late payments</b>  |                        |
| VH18/96.                     | <b>To consider and agree a letter to be sent out to local businesses to market the village hall and any other marketing initiatives</b>   | App 8                  |
| VH18/97.                     | <b>Items for the next agenda</b>  |                        |
| VH18/98.                     | <b>To agree the date and time of the next meeting</b>   |                        |
| VH18/99.                     | <b>To close the meeting to the press and the public to discuss matters of a sensitive nature</b>  |                        |

A handwritten signature in blue ink, appearing to read 'D Morgan', written on a white background with faint horizontal lines.

Debbie Morgan  
Clerk to Coggeshall Parish Council

31<sup>st</sup> October 2018