



# COGGESHALL PARISH COUNCIL

Village Hall, 25 Stoneham Street, Coggeshall, Essex, CO6 1UH  
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To Councillors Phillips, Horne, Heaton, Appleton-Claydon, Thompson, Culemann, Keig and Barnes

**YOU ARE SUMMONED TO ATTEND A MEETING OF THE OPEN SPACES**  
on **Monday 4<sup>th</sup> February 2019** at **7.30 pm** in the Village Hall, Stoneham Street.

THE PRESS AND PUBLIC ARE WELCOME TO ATTEND

## A G E N D A

Agenda /Minute Number	Agenda Item	Appendix Number
OS19/1.	<b>Those present and apologies for absence</b>	
OS19/2.	<b>Councillors Declarations</b>	
OS19/3.	<b>Minutes of previous meetings.</b> To approve the minutes of the Open Spaces meeting of Tuesday 20 <sup>th</sup> November 2018.	App 1
OS19/4.	<b>Public Participation session with respect to Agenda items and other matters of mutual interest.</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.	
OS19/5.	<b>Clerk's Report</b>	App 2
OS19/6.	<b>To consider the tenders for the 2019-2021 (three year) grass cutting contract (including the areas to be cut) and to agree to appoint a contractor.</b>	App 3
OS19/7.	<b>To note the correspondence from BDC with regard to the Open Spaces Action plan and to consider and agree a response if appropriate.</b>	App 4
OS19/8.	<b>Update on the Dutch Nursery 106 agreement</b>	
OS19/9.	<b>To discuss and agree the next steps for the Big Park Project including the option of using LLC to assist with advising on the procurement process (Cllr Appleton-Claydon)</b>	App 5
OS19/10.	<b>To consider and agree if appropriate the purchase of two packs of trees from the woodland trust (Cllr Appleton-Claydon)</b>	App 6
OS19/11.	<b>To note the email from the Enchanted Cinema and to discuss and consider the proposal</b>	App 7
OS19/12.	<b>To note the email from a resident with regard to the Parish Path Partnership and to consider the re-formation of a group of volunteers</b>	App 8

OS19/13.	To appoint a working party to produce content and a design brief for the tourist leaflet	
OS19/14.	Items for the next agenda	
OS19/15.	To agree the date and time of the next meeting	



Debbie Morgan  
Clerk to Coggeshall Parish Council

Wednesday 30<sup>th</sup> January 2019