



COGGESHALL PARISH COUNCIL

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

To Councillors Heaton, Unsworth, Plumb, Phillips, Culemann, Horne, Thorogood, Hagger, Appleton-Claydon, Barnes, Keig & Walsh

YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL
on **Monday 10th June 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																				
19/151.	Those present and apologies for absence																					
19/152.	Councillors Declarations																					
19/153.	Minutes of previous meetings. To approve the minutes of the Full Council meeting of Monday 13 th May 2019.	App 1																				
19/154.	Public Participation session with respect to Agenda items and other matters of mutual interest. 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.																					
19/155.	County Councillor's & District Councillor's Report																					
19/156.	Clerk's Report and current projects list	App 2																				
19/157.	Correspondence received <table border="1" data-bbox="331 1451 1321 1872"> <tbody> <tr> <td>17/05/19</td> <td>Priti Patel</td> <td>Update</td> <td>For information</td> </tr> <tr> <td>29/05/19</td> <td>A Resident</td> <td>Complaint about abandoned car in the car park</td> <td>Clerk has responded</td> </tr> <tr> <td>26/05/19</td> <td>A Resident</td> <td>Request for dropped kerb in Stoneham Street</td> <td>Passed to District Cllr and to be considered for submission to the LHP</td> </tr> <tr> <td>26/05/19</td> <td>A Resident</td> <td>EA Flood Alleviation Scheme</td> <td>Passed to Open Spaces</td> </tr> <tr> <td>28/05/19</td> <td>A Resident</td> <td>EA Flood Alleviation Scheme</td> <td>Passed to Open Spaces</td> </tr> </tbody> </table>	17/05/19	Priti Patel	Update	For information	29/05/19	A Resident	Complaint about abandoned car in the car park	Clerk has responded	26/05/19	A Resident	Request for dropped kerb in Stoneham Street	Passed to District Cllr and to be considered for submission to the LHP	26/05/19	A Resident	EA Flood Alleviation Scheme	Passed to Open Spaces	28/05/19	A Resident	EA Flood Alleviation Scheme	Passed to Open Spaces	App 3
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19/158.	To note the report from the Finance Committee/RFO <ol style="list-style-type: none"> I. To approve the payments for April 2019 II. To note bank balances at 31st May 2019 2019 III. To note the income and expenditure report 	App 4i App 4ii App 4iii																				

19/159.	To note the draft minutes of the Finance Committee held on Tuesday 28 May 2019	App 5
19/160.	Annual Return year end 31 March 2019 To consider and approve Section 1 of the Return the Annual Governance Statement 2017/18 (by each individual Assertion) and to authorise the Chairman to sign the statement and year-end Balance Sheet. Recommended by the Finance Committee	App 6 App 7
19/161.	Annual Return year end 31 March 2019 To consider and approve Section 2 of the Return the Accounting Statements 2018/19 and to authorise the Chairman to sign the statement Recommended by the Finance Committee	App 6 App 7
19/162.	Annual Return year end 31 March 2019 To agree that the period to be advertised when electors and interested persons may exercise rights relating to the annual return / accounts will be 17 June 2019 to 26 July 2019 Recommended by the Finance Committee	App 8
19/163.	To consider and approve the Terms of Reference for the Finance Committee (with minor amendments)	App 9
19/164.	To consider and approve increases to the Councils Earmarked Reserves: - Van Replacement £2,000 Cemetery Expansion £10,000 Car Park £5,000 Recommended by the Finance Committee	App 10 App 11
19/165.	To consider and approve the RFO Report for the year ended 31st March 2019 to be published on the Council's website	App 12
19/166.	To consider and approve the quotation from Came and Co Insurance Brokers with regard to the Parish Van	App 13
19/167.	To note the correspondence from the Museum Group with regard to the licence and if appropriate agree to the requested amendments	App 14
19/168.	Public Consultation – to note the flood alleviation scheme as proposed by the Environment Agency and to agree a response (Closing date 4th July 2019)	App 15
19/169.	Public Consultation – to note the changes to concessionary bus passes for the Colchester Park and Ride and to consider a response (Closing date 31st July 2019)	App 16
19/170.	To note the draft minutes from the Open Spaces Committee	App 17
19/171.	To consider and approve the Terms of Reference for the Open Spaces Committee (with no amendments)	App 18
19/172.	To consider and agree a working party to analyse and score the received tenders for the Big Park Project and to prepare a written report for consideration by the Open Spaces Committee	
19/173.	To note the draft minutes from the Planning Committee	App 19

19/174.	To consider and approve the Terms of Reference for the Planning Committee (with minor amendments)	App 20
19/175.	To consider and approve the Terms of Reference for the Neighbourhood Plan Sub-Committee (with minor amendments)	App 21
19/176.	To discuss and approve the response from Coggeshall Parish Council in relation to the relocation of bridleways and footpaths, (40,81, 70, 53)	App 22
19/177.	Busking in the park – agree dates and a budget (Cllr Heaton)	
19/178.	To note the additional requested information and to approve if appropriate the grant request from the Coggeshall in Bloom Group	App 23
19/179.	Items for the next agenda	
19/180.	To note the date and time of the next meeting Monday 8 th July 2019 – 7.30 pm	

Debbie Morgan
Clerk to Coggeshall Parish Council

Wednesday 5th June 2019