



# COGGESHALL PARISH COUNCIL

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

To Councillors

Minutes of a virtual meeting of the **PARISH COUNCIL** held on **Monday 12<sup>th</sup> October 2020** at **7.30 pm**

Agenda /Minute Number	Agenda Item	Appendix Number
2020/438.	<b>Those present and apologies for absence</b> <b>Present:</b> - Unsworth, Plumb, Culemann, Staines, Keig, Astley, Claydon. <b>Apologies:</b> Cllr Smalley, Cllr Hagger, Cllr Walsh None: Cllr Barnes, Cllr Ross, Cllr Horne <b>Also Present:</b> - Acting Clerk – Grahame Walkingshaw, RFO Steve Marriott & 3 members of public	
2020/439.	<b>Councillors Declarations</b> None	
2020/440.	<b>Minutes of previous meetings.</b> The minutes of the Full Council meeting of Monday 28 <sup>th</sup> September 2020 were approved as a true record  <b>Resolved:</b> - Proposer Cllr Culemann, Seconder Cllr Plumb – Unanimous	App 1
2020/441.	<b>Public Participation session with respect to Agenda items and other matters of mutual interest.</b> A resident requested information in respect to the agreed increase in staff salaries and asked what percentage of the overall budget it would equate to. RFO Steve Marriott informed the meeting that he would calculate the figures and pass them over to the Personnel Committee. Cllr Unsworth, Chair of Personnel Committee will respond to resident.	
2020/442.	<b>County Councillor's &amp; District Councillor's Report</b> BDC Cllr Unsworth informed the meeting that he has been removed from Performance Management at BDC & Cllr Ross removed from the Local Plan. He further informed the meeting that the Rivenhall Incinerator (gravel extraction) is at the High Court in London on Tuesday 13 <sup>th</sup> October 2020.	

2020/443.	<p><b>Clerk's Report and current projects list</b></p> <p>The initial landscaping works for the cemetery extension have now been completed and the area has been seeded. The clerk is now progressing with the planning application for the change of use. The contractor has been given the instructions to proceed and work is partially complete</p> <p>The working group have completed the form and this has been submitted to BDC, the risk assessment has now been completed and Cllr Staines will send it to BDC.</p> <p>The village hall is available to some of our regular hirers as fitness and dance groups are still permitted, but not social groups. A QR code has been obtained and posters are displayed at the entrances and also inside the hall</p> <p>Training Attended None</p> <p>Benches in Church Green - the Clerk has received confirmation that a grant of £1,100 has been received from BDC Councillors for the installation of two benches at Church Green and in correspondence with Eastlight Homes have confirmed that they will contribute £1,500. The clerk is checking that the companies who quoted will still stand by their quotations and this is on the agenda for discussion.</p> <p>The tree surgeon has confirmed they will be carrying out the required works to those trees identified in the report over the next couple of months. In addition, they had to carry out emergency work to a tree in the cemetery when a large branch detached itself during the recent high winds. Further works will be carried out on this tree as it is now unbalanced and prone to further damage. The clerk contacted Proludic regarding the repairs. However, they use a sub-contractor for the installation works, but have suggested a couple of other companies and the clerk is in the process of sending out information packs for quotations.</p> <p>The order for the first phase of the Big Park Project has now been formally submitted and the clerk and Cllrs Unsworth and Walsh attended a pre-start meeting. It is hoped that installation should commence in mid-October</p> <p>Co-option – North Ward Braintree confirmed that the Parish Council are now able to co-opt a Councillor to the North Ward following the resignation of Cllr Appleton-Claydon. Notices were posted on the notice boards on Wednesday 7th October, asking for applications by Wednesday 28th September.</p> <p>Due to Covid, the British Legion will not be organising the normal Remembrance Sunday event on behalf of the Parish Council. The gates to the war memorial will be open during remembrance week for people to lay wreaths. A wreath has been ordered and will be laid on behalf of the Parish Council.</p>	App 2				
2020/444.	<p><b>Correspondence received</b></p> <table border="1" data-bbox="376 1854 1313 1921"> <tr> <td data-bbox="376 1854 555 1921">02/10/2020</td> <td data-bbox="555 1854 724 1921">A resident</td> <td data-bbox="724 1854 1075 1921">Request for CCTV to be installed in Coggeshall</td> <td data-bbox="1075 1854 1313 1921">For comment or consideration</td> </tr> </table>	02/10/2020	A resident	Request for CCTV to be installed in Coggeshall	For comment or consideration	App 3
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2020/445.	<p><b>To note the report from the Finance Committee/RFO</b></p> <ol style="list-style-type: none"> <li>I. To agree payments</li> <li>II. To note bank balances</li> <li>III. To note the income and expenditure report</li> </ol>					

	<p>RFO Steve Marriott informed the meeting that Barclays had returned 2 cheques due to signatures. Replacement cheques will be issued.</p> <p>He informed the meeting that Market Stall Holders were slow in moving away from cash and gradually beginning to pay by BACS/Cheques.</p> <p><b>Resolved:</b> - Proposer Cllr Culemann, Seconder Cllr Plumb – Unanimous Steve Marriott left the meeting.</p>	
2020/446.	<p><b>Update on Public Consultations</b></p> <ol style="list-style-type: none"> <li><b>1. Government white paper on planning (29<sup>th</sup> October 2020) (Cllrs Unsworth &amp; Walsh) – have till end of month to respond</b> <a href="https://www.gov.uk/government/consultations/planning-for-the-future">https://www.gov.uk/government/consultations/planning-for-the-future</a></li> <li><b>2. Parking on Pavements (22<sup>nd</sup> November 2020) (Cllr Culemann &amp; Ross) – in progress at present – Cllr Ross to respond.</b> <a href="https://www.gov.uk/government/consultations/managing-pavement-parking/pavement-parking-options-for-change">https://www.gov.uk/government/consultations/managing-pavement-parking/pavement-parking-options-for-change</a></li> <li><b>3. Local Plan Consultation – sent in 12/10/2020</b></li> </ol>	W
2020/447.	<p><b>To consider the quotations for the replacement of the rear doors in the village hall (Keys Room and Youth Chamber) and agree a contractor to carry out the work.</b></p> <p>Cllr Unsworth wanted to know which contractor had previously worked on the doors of the village hall and wanted to know if they were one of the three contractors who had quoted for this work. The Parish Clerk was actioned to find out this information. It was proposed by Cllr Unsworth to defer this decision until the next meeting.</p> <p><b>Resolved:</b> - Proposer Cllr Unsworth, Seconder Cllr Culemann – For 6 Against 1</p>	App 5
2020/448.	<p><b>To consider if appropriate moving the underspent budget for the replacement of the village hall doors to enable to two benches in Church Green to be replaced.</b></p> <p>Cllr Unsworth proposed to cover the shortfall for the benches in his position as BDC Councillor along with BDC Ross.</p> <p><b>Resolved:</b> - Proposer Cllr Unsworth, Seconder Cllr Culemann – Unanimous</p>	App 6
2020/449.	<p><b>To note the correspondence from Proludic with regard to their “Rainbow Pledge” and to consider and agree a suitable project following suggestions from the Big Park Project Working Party.</b></p> <p>Cllr Unsworth reported that the Rainbow Pledge was aimed at projects with Front Line Key Workers, NHS Staff or those working with COVID.</p> <p>Cllr Astley proposed St Peters Nursery for the Rainbow Pledge.</p> <p><b>Resolved:</b> - Proposer Cllr Astley, Seconder Cllr Culemann – For – 6, Abstention - 1</p>	App 7

2020/450.	<p><b>To receive the monthly report from the Big Park Project fundraising group</b>  Event held at Recreation Ground was a big success, raised over £3,000 on the day. Recreation Ground was cleared of all litter at the end of the day and left very clean.</p>	App 8								
2020/451.	<p><b>To consider and agree if appropriate the appointment of Cllr Unsworth to the A12VTAG Group in addition to Cllr Horne</b></p> <p><b>Resolved:</b> - Proposer Cllr Culemann, Seconder Cllr Keig – For – 6 Abstention – 1 (Cllr Unsworth)</p>									
2020/452.	<p><b>Update on the IWMF (Cllrs Unsworth &amp; Walsh)</b>  In the High Court on Tuesday 13<sup>th</sup> October 2020.</p>									
2020/453.	<p><b>To note the correspondence from BDC with regard to the Sailings Neighbourhood Plan and to consider submitting a response</b>  The Parish Clerk was actioned to ascertain if Sailings Parish council had supported Coggeshall Parish council Neighbourhood Plan. Item to be added to the next agenda.</p> <p>Cllr Unsworth left the meeting at 8.12 p.m.</p>	App 9								
2020/454.	<p><b>To consider the following Planning Applications</b></p> <table border="1" data-bbox="363 1010 1326 1279"> <tr> <td><b>APPLICATION NO:</b></td> <td>20/01585/HHPA</td> </tr> <tr> <td><b>DESCRIPTION:</b></td> <td><a href="#"><u>Erection of single storey rear extension. Extension will extend beyond rear wall of the original house by 4.6m, with a maximum height of 3.9m and 2.5m to the eaves of the extension.</u></a></td> </tr> <tr> <td><b>LOCATION:</b></td> <td>5 Monkdowns Road Coggeshall Essex CO6 1TA</td> </tr> <tr> <td><b>Date for comments</b></td> <td>Mon 19 Oct 2020</td> </tr> </table> <p>No Comment</p> <p><b>Resolved:</b> - Proposer Cllr Culemann, Seconder Cllr Astley – Unanimous</p>	<b>APPLICATION NO:</b>	20/01585/HHPA	<b>DESCRIPTION:</b>	<a href="#"><u>Erection of single storey rear extension. Extension will extend beyond rear wall of the original house by 4.6m, with a maximum height of 3.9m and 2.5m to the eaves of the extension.</u></a>	<b>LOCATION:</b>	5 Monkdowns Road Coggeshall Essex CO6 1TA	<b>Date for comments</b>	Mon 19 Oct 2020	
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2020/461.	<p data-bbox="363 734 1326 772"><b>Items for the next agenda</b></p> <p data-bbox="363 772 1326 810">Dick Nunn's Bridge</p> <p data-bbox="363 810 1326 848">Village Hall replacement Doors</p> <p data-bbox="363 848 1326 887">Colchester Road</p> <p data-bbox="363 887 1326 920">Rivenhall Incinerator</p>									
2020/462.	<p data-bbox="363 929 1326 972"><b>To agree the date and time of the next meeting (26<sup>th</sup> October)</b></p>									

The meeting closed at 8.22 p.m.