



COGGESHALL PARISH COUNCIL

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Minutes of a virtual meeting of the **PARISH COUNCIL** held on **Monday 9th November 2020** at **7.30 pm**

Agenda /Minute Number	Agenda Item	Appendix Number
2020/487	Those present and apologies for absence Present: - Cllr Plumb, Cllr Culemann, Cllr Staines, Cllr Keig, Cllr Astley, Cllr Claydon, Cllr Smalley, Cllr Hagger & Cllr Ross, Apologies: Cllr Unsworth & Cllr Walsh, No apologies: Cllr Horne & Cllr Barnes, Also Present: - Acting Clerk – Grahame Walkingshaw, RFO Steve Marriott & 4 members of the public	
2020/488	Councillors Declarations 2020/498 Cllr Astley	
2020/489	Minutes of previous meetings. The minutes of the Full Council meeting of Monday 26 th October 2020 were approved as a true record with the following amendments. Cllr Horne was not present at the meeting. RFO Steve Marriott requested word change – the Parish Council did not apply for funding but had sent an e-mail enquiring about funding. Proposer Cllr Jochen Culemann Seconder: Stephanie Smalley Unanimous RESOLVED	App 1
2020/490	Public Participation session with respect to Agenda items and other matters of mutual interest. A resident requested that updates on the Big Park Project would be helpful to everyone and asked if the Parish Council could show updates on Facebook page. The updates should be about Phase 2 of the project in relation to fundraising. Cllr Astley enquired about a proposed meeting with a Parish Councillor & Proludic on Thursday 12 th November. Cllr Geoff Keig proposed that this meeting be cancelled. Proposed: Cllr Geoff Keig Seconded: Cllr James Astley Unanimous	
2020/491	County Councillor's & District Councillor's Report None	
2020/492	Clerks Report and Current Projects List It was discussed that the Acting Parish Clerk would cover from the 18 th November 2020 to 2 nd December 2020 (2 weeks) The Parish Clerk thanked Cllr Ian Hagger for laying the wreath for Remembrance Day on behalf of the Parish Council.	App 2
2020/493	Correspondence received:	App 3a & 3b & 3c & 3d

	<p>Reaching Communities (Funding Application) – Cllr James Astley will contact Reaching Communities to see what feedback can be given from them. RESOLVED</p> <p>Essex Highways – Bradwell Quarry – no comments RESOLVED</p> <p>Coggeshall Xmas Committee – Banner Placement – Cllr Jochen Culemann suggested hanging the banner where it didn't obstruct traffic. A resident informed the meeting that the banner was sponsored by the co-op. Cllr Jochen Culemann asked if the resident would co-ordinate the banner placement. The resident agreed. RESOLVED</p> <p>Highways England – A120 Consultation with PC – The Parish Clerk was actioned to clarify if this was Marks Tey or Marks Farm. Any correspondence in relation to this should go through the clerk. RESOLVED</p>	
2020/494	<p>Finance Committee</p> <p>1) To note the reports from the RFO</p> <p>1. To agree payments / accounts payable</p> <p>2. To note bank balances Proposed: Cllr Jochen Culemann. Seconded: Cllr Trevor Plumb. Unanimous</p> <p>2) To note the report from the RFO and Finance Committee in relation to the current financial year projected out turn and agree any recommendations arising from the Finance Committee meeting on 4 November</p> <p>RFO Steve Marriott informed the meeting that the key issue was the loss of the Village Hall Hire Income as a result of the COVID lockdown and restrictions. He further stated that the Parish Council insurance claim for loss of income is pending and will not be known until the outcome of a High Court test case likely to be heard in January 2021 It was resolved that the grant spending budget will be reduced to £1,000 Proposed: Cllr Jochen Culemann. Seconded: Cllr Trevor Plumb Unanimous</p> <p>3) To note the report from the RFO and Finance Committee in relation to the draft budget for the financial year beginning 1 April 2021 and agree any recommendations arising from the Finance Committee meeting on 4 November</p> <p>It was agreed that the following principles will be applied to the preparation of the Budget</p> <p>1) expenditure should not exceed income 2) any carry forward budget expenditure from the prior year will be carried into the new year as an Earmarked Reserve to aid income and expenditure monitoring 3) the grant spending budget will be reduced to £1,000 Proposed: Cllr Trevor Plumb Seconded: Cllr Jochen Culemann</p> <p>For: 7 Against: 0 Abstention: 1</p>	App 4

2020/508	<p>Items for the next agenda</p> <p>Cllr Ian Hagger requested Grass Cutting to be added to the next agenda</p> <p>Cllr Trevor Plumb requested a report from the Neighbourhood Plan on the Examiners Report and a date for the AGM</p> <p>Cllr Jochen Culemann explained that a resolution had already been agreed for the AGM to be held before 1st December 2020. It was agreed to hold the AGM on Monday 30th November 2020.</p> <p>Proposed: Cllr Jochen Culemann</p> <p>Seconded: Cllr James Astley</p> <p>Unanimous</p>	
2020/509	<p>To agree the date and time of the next meeting</p> <p>The next meeting would be on the 30th November 2020 at 7.30 p.m.</p>	

The meeting closed at 9.11 p.m.