



COGGESHALL PARISH COUNCIL

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

To Councillors Plumb, Staines, Hagger, Barnes, Keig, Smalley, Astley, Claydon, Ross, Walsh and Alston

YOU ARE SUMMONED TO ATTEND A VIRTUAL MEETING OF THE PARISH COUNCIL on Monday 15th March at 7.30pm

The meeting will be held remotely using Zoom video conferencing

THE PRESS AND PUBLIC ARE WELCOME TO ATTEND AND SHOULD CONTACT THE CLERK VIA EMAIL AT LEAST 15 MINUTES BEFORE THE START OF THE MEETING TO RECEIVE A COPY OF THE JOINING INSTRUCTIONS

A G E N D A

Agenda /Minute Number	Agenda Item	Appendix Number												
2020/798	Those present and apologies for absence													
2020/799	Councillors Declarations													
2020/780	Minutes of previous meetings. To approve the minutes of the Full Council meeting of 22 nd February 2021.	App 1												
2020/781	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.													
2020/782	County Councillor's & District Councillor's Report													
2020/783	Clerk's Report and current projects list	App 2												
2020/784	Correspondence received <table border="1"><tbody><tr><td>22.02.2021</td><td>Highways England</td><td>A120-A12 Improvement Scheme</td><td>To note</td></tr><tr><td>23.02.2021</td><td>BDC</td><td>Curds Hall Cuthedge Lane – change of use</td><td>To note</td></tr><tr><td>02.03.2021</td><td>Highways England</td><td>Cancellation of scheduled works on A120 between Braintree and Marks Tey</td><td>To note</td></tr></tbody></table>	22.02.2021	Highways England	A120-A12 Improvement Scheme	To note	23.02.2021	BDC	Curds Hall Cuthedge Lane – change of use	To note	02.03.2021	Highways England	Cancellation of scheduled works on A120 between Braintree and Marks Tey	To note	App 3
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2020/785	<ul style="list-style-type: none"> i. To note the report from the Finance Committee/RFO ii. To agree payments iii. To note bank balances iv. To note the up-to-date position (year to date) in respect of the budget to year ending 31 March 2021 v. To note the up to date position with the Council's Banking arrangements and agree the activation date for the Unity Trust Bank current account as 1 April 2021 	App 4ii 4iii 4vi
2020/786	To note the draft minutes of the Finance Committee meeting on 25 February 2021	App 5
2020/787	To discuss and approve reinvestment of the Lloyds Bank fixed term deposit maturing on 23 March 2021	
2020/788	To review and approve as recommended by Finance Committee:- <ul style="list-style-type: none"> i. The annual Risk Assessment ii. The annual Internal Controls Review iii. The annual review of the Council's Financial Regulations iv. The Council's Investment Strategy 	App 6i 6ii 6iii 6vi 6v
2020/789	To note and approve the Finance Committee's recommendation to appoint the Internal Auditor for the financial year to 31 March 2021	App 7
2020/790	To note the annual review of the Council's Regular Payments undertaken by the Finance Committee	App 8
2020/791	To note the grant applications made to Braintree District Council and receive an update on the approvals and possible further grants	App 9i 9ii
2020/792	To note the Insurance Claim in respect of lost Village Hall Hire income	App 10
2020/793	To discuss the Council's IT and the implementation of Sharepoint for file storage / back up	App to follow
2020/794	To note the minutes from the Open Spaces Committee – 2 nd March 2021	App 11
2020/795	Skate Ramp Working Party – to receive and agree recommendations from the Open Spaces Committee <ul style="list-style-type: none"> 1. To agree the Consultation Document 2. To agree the means of distributing the Consultation Document 3. To agree the timing of the consultation 	App 12
2020/796	Skate Ramp Working Party – to consider the Parish Council meeting costs of the consultation	App 13
2020/797	Market Working Party <ul style="list-style-type: none"> 1. To consider and agree a proposal to undertake a trial period of road closures on Market day including how the actual closures will be achieved, the length of the trial and how its success will be evaluated 	App 14

	2. To consider and agree details of a notification letter to residents effected by the road closures									
2020/798	To receive monthly update from the Big Park Project Fundraising Group									
2020/799	Neighbourhood Plan – to consider means of supporting the referendum	App 15								
2020/800	RCCE – to agree to renewal of Village Halls & Community Buildings Membership. Cost £55 + VAT	App 16								
2020/801	Stoneham Street Car Park – to appoint two authorised signatories to sign the SLA's									
2020/802	To consider the following Planning Applications									
	<table border="1"> <tr> <td>Application No</td> <td>21/00379/ TPO</td> </tr> <tr> <td>Description</td> <td>Carry out tree works</td> </tr> <tr> <td>Location:</td> <td>16 Colne Road</td> </tr> <tr> <td>Date for comments</td> <td>17.03.2021</td> </tr> </table>	Application No	21/00379/ TPO	Description	Carry out tree works	Location:	16 Colne Road	Date for comments	17.03.2021	
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2020/810	Items for the next agenda									
2020/811	To note the date and time of the next meeting									

Theresa Devine

Clerk to Coggeshall Parish Council

DATE: 9th March 2021