



COGGESHALL PARISH COUNCIL

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

To Councillors Astley, Alston, Barnes, Claydon, Hagger, Heaton, Holt, Keig, Plumb, Ross, Staines, Unsworth and Walsh

**YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL on
TUESDAY, 13th July 2021 at 8.10 PM
at Coggeshall Village Hall**

**THE PRESS AND PUBLIC ARE WELCOME TO ATTEND
Social Distancing Measures Will Be In Place**

A G E N D A

Agenda /Minute Number	Agenda Item	Appendix Number
2021/122	Those present and apologies for absence	
2021/123	Councillors Declarations	
2021/124	Minutes of previous meetings. To approve the Minutes of the Extraordinary Council Meeting of 29 th June 2021.	App 1
2021/125	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.	
2021/126	County Councillor's & District Councillor's Report	
2021/127	Clerk's Report To receive the Clerk's Report and to agree on any actions required on matters arising from the Report.	App 2
2021/128	Correspondence received: To agree on any actions required on correspondence received. a) Coggeshall in Bloom – to consider a request for a donation towards the purchase of plants. b) Rivenhall Site Liaison Meetings c) Speed limit on West Street	App 3
2021/129	Finance i. To agree Accounts Payable ii. To note bank balances iii. To note the up-to-date position (year to date) in respect of the budget to year ending 31 March 2022.	App 4.i, 4ii, 4iii

	<ul style="list-style-type: none"> iv. To authorise the RFO to sign the letter of authority to Utility Aid to enable them to obtain up to date information from CPC's gas and electricity suppliers. v. To discuss and consider renewal of the Council's electricity and gas supplies from 1st October 2022 to 30th September 2024 and to authorise the RFO to sign the contract acceptance to Utility Aid. vi. To consider and discuss CPC's insurers Hiscox's offer in settlement of the claim for loss of hall hire income during COVID. 	<p>Xi, Xii, Xiii, Xiv, Xv</p> <p>Xvi</p> <p>Yi, Yii</p>
2021/130	<p>Request(s) to Use the Recreation Ground Coggeshall Community Festival</p> <p>a) To consider and agree a request to use the Recreation Ground for a Summer Festival on Saturday, 4th June 2022. This event has run in previous years but could not be arranged this year owing to COVID restrictions.</p> <p>b) To consider a request to use the Recreation Ground over a two day period. Presentation and details to be given under Public Participation Session.</p>	
2021/131	<p>ECO Fair – EC2K Group Request</p> <p>To consider and agree to allow the EC2K Group to have a temporary Pump Track at the Eco Fair (previously approved by CPC) to support their cycling initiative.</p> <p>(Track to be provided by Fastraxx, set up next to the ECK2 stall, would occupy 800 sq ft, is insured to £5m inclusive of bikes, instruction and staff with COVID measures).</p>	
2021/132	<p>Skate Ramp Working Party</p> <ul style="list-style-type: none"> a) To agree to the SRWP engaging with BDC's Environmental Health Team for assistance in analysing the noise impact of the Skate Ramp in more detail including noise at the ramp and propagation behaviour. b) To agree to pay any costs related to BDC Environmental Health Team assistance, or other relevant noise studies. c) To receive a presentation showing a generated visualisation of the Skate Ramp in alternative locations on the Recreation Ground. d) To consider the costs presented by the SRWP. e) To agree to engage a ROSPA consultant about potential locations within the Recreation Ground and aspects such as noise levels, visual impact, feeling of open space. f) Any costs related to a ROSPA consultant will be presented to CPC for review and approval. Proposed that this is done by email via the Clerk rather than only at Full Council Meeting. g) To receive a report containing the key matters discussed at the Meeting of 29th June 2021 along with SRWP feedback. h) To consider and agree on any action required to facilitate the installation of a Skate Ramp. i) To agree to install a Skate Ramp once funding is received. 	

	<p>j) If CPC resolve to install a Skate Ramp to consider and agree on the following actions:</p> <ul style="list-style-type: none"> (i) To start the Tendering Process for a Skate Ramp. (ii) To canvass grant support from District Councillors. (iii) To embark on fund raising activities if necessary. (iv) To develop plans for any related activities. 									
2021/133	<p>POTENTIAL LOCATIONS FOR THE PROPOSED SKATE RAMP: INDEPENDENT THIRD PARTY EVALUATION</p> <p>To agree to the appointment of an independent third party to evaluate the potential locations for the Coggeshall Skate Ramp and produce a recommendation for the site that will best serve the interests of the whole Coggeshall community. The person(s) appointed will report to Full Council working with the Clerk and may accept representations from all interested parties. Terms of Reference to be set by Open Spaces Committee and agreed by Full Council.</p>									
2021/134	<p>Big Park Project</p> <p>To receive a monthly report and agree on any matters arising.</p>	App 5								
2021/135	<p>Stoneham Street Car Park</p> <ul style="list-style-type: none"> a) To review and agree the Notice to Residents and Signage for the Stoneham Street Car Park recommended by the Traffic Management Committee and note the updated Implementation Plan. b) To agree, if appropriate, for the Clerk to proceed with the arrangements for production and circulation of the Notice to Residents as already agreed and to instruct NEPP to produce the signage. 	App 6i, 6ii and 6iii								
2021/136	<p>Market Working Party</p> <p>To receive an update on matters relating to the market and agree on any actions to take on matters arising.</p>									
2021/137	<p>Coggeshall Climate Challenge Committee</p> <p>To agree to the Terms of Reference as submitted and/or to agree on any alterations to be made.</p>	App 7								
2021/138	<p>To consider the following Planning Applications</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">APPLICATION NO :</td> <td>21/01152/FUL</td> </tr> <tr> <td>DESCRIPTION :</td> <td>RE-CONSULTATION – MARKETING MATERIAL NOW SUBMITTED. Is the Parish Council satisfied that adequate marketing has been undertaken and is CPC supportive of the application to change use from office to residential?</td> </tr> <tr> <td>LOCATION :</td> <td>The Mill House, Kings Acre, Coggeshall</td> </tr> <tr> <td>Date for comments</td> <td>ASAP</td> </tr> </table>	APPLICATION NO :	21/01152/FUL	DESCRIPTION :	RE-CONSULTATION – MARKETING MATERIAL NOW SUBMITTED. Is the Parish Council satisfied that adequate marketing has been undertaken and is CPC supportive of the application to change use from office to residential?	LOCATION :	The Mill House, Kings Acre, Coggeshall	Date for comments	ASAP	App 8 & 8a
APPLICATION NO :	21/01152/FUL									
DESCRIPTION :	RE-CONSULTATION – MARKETING MATERIAL NOW SUBMITTED. Is the Parish Council satisfied that adequate marketing has been undertaken and is CPC supportive of the application to change use from office to residential?									
LOCATION :	The Mill House, Kings Acre, Coggeshall									
Date for comments	ASAP									
2021/139	<p>To consider the following Planning Applications</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">APPLICATION NO :</td> <td>21/01979/LBC</td> </tr> </table>	APPLICATION NO :	21/01979/LBC							
APPLICATION NO :	21/01979/LBC									

	<table border="1"> <tr> <td>DESCRIPTION :</td> <td>Removal of existing failed paint system and application of new protective paint system to iron elements. Refurbishment of existing concrete bag-work scour protection in front of both abutments. Extension of bag-work walls to fill scour holes. Replacement of timber deck planks on a like-for-like basis.</td> </tr> <tr> <td>LOCATION :</td> <td>Nuns Bridge, Cuthedge Lane, Coggeshall</td> </tr> <tr> <td>Date for comments</td> <td>3rd August 2021</td> </tr> </table>	DESCRIPTION :	Removal of existing failed paint system and application of new protective paint system to iron elements. Refurbishment of existing concrete bag-work scour protection in front of both abutments. Extension of bag-work walls to fill scour holes. Replacement of timber deck planks on a like-for-like basis.	LOCATION :	Nuns Bridge, Cuthedge Lane, Coggeshall	Date for comments	3 rd August 2021			
DESCRIPTION :	Removal of existing failed paint system and application of new protective paint system to iron elements. Refurbishment of existing concrete bag-work scour protection in front of both abutments. Extension of bag-work walls to fill scour holes. Replacement of timber deck planks on a like-for-like basis.									
LOCATION :	Nuns Bridge, Cuthedge Lane, Coggeshall									
Date for comments	3 rd August 2021									
2021/140	<p>To consider the following Planning Applications</p> <table border="1"> <tr> <td>APPLICATION NO :</td> <td>21/02139/TPOCON</td> </tr> <tr> <td>DESCRIPTION :</td> <td>Notice of intent to carry out works to tree in a Conservation Area – Cut large lime tree back to previous cut points.</td> </tr> <tr> <td>LOCATION :</td> <td>7 Albert Place, Coggeshall, Essex</td> </tr> <tr> <td>Date for comments</td> <td>5th August 2021</td> </tr> </table>	APPLICATION NO :	21/02139/TPOCON	DESCRIPTION :	Notice of intent to carry out works to tree in a Conservation Area – Cut large lime tree back to previous cut points.	LOCATION :	7 Albert Place, Coggeshall, Essex	Date for comments	5 th August 2021	
APPLICATION NO :	21/02139/TPOCON									
DESCRIPTION :	Notice of intent to carry out works to tree in a Conservation Area – Cut large lime tree back to previous cut points.									
LOCATION :	7 Albert Place, Coggeshall, Essex									
Date for comments	5 th August 2021									
2021/141	<p>To consider the following Planning Applications</p> <table border="1"> <tr> <td>APPLICATION NO :</td> <td>21/01840/HH</td> </tr> <tr> <td>DESCRIPTION :</td> <td>Two-storey side extension.</td> </tr> <tr> <td>LOCATION :</td> <td>Bennachie, Buxton Road, Coggeshall</td> </tr> <tr> <td>Date for comments</td> <td>4th August 2021</td> </tr> </table>	APPLICATION NO :	21/01840/HH	DESCRIPTION :	Two-storey side extension.	LOCATION :	Bennachie, Buxton Road, Coggeshall	Date for comments	4 th August 2021	
APPLICATION NO :	21/01840/HH									
DESCRIPTION :	Two-storey side extension.									
LOCATION :	Bennachie, Buxton Road, Coggeshall									
Date for comments	4 th August 2021									
2021/142	<p>To consider the following Planning Applications</p> <table border="1"> <tr> <td>APPLICATION NO :</td> <td>21/02042/FUL</td> </tr> <tr> <td>DESCRIPTION :</td> <td>Change of Use of School (Use Class F1(a) to Offices (Use Class E(g)(i)).</td> </tr> <tr> <td>LOCATION :</td> <td>Purley Farm, Colne Road, Coggeshall</td> </tr> <tr> <td>Date for comments</td> <td>4th August 2021</td> </tr> </table>	APPLICATION NO :	21/02042/FUL	DESCRIPTION :	Change of Use of School (Use Class F1(a) to Offices (Use Class E(g)(i)).	LOCATION :	Purley Farm, Colne Road, Coggeshall	Date for comments	4 th August 2021	
APPLICATION NO :	21/02042/FUL									
DESCRIPTION :	Change of Use of School (Use Class F1(a) to Offices (Use Class E(g)(i)).									
LOCATION :	Purley Farm, Colne Road, Coggeshall									
Date for comments	4 th August 2021									
2021/143	Items for the Next Agenda.									
2021/144	To note the Date and Time of the Next Meeting.									

Theresa Devine
Clerk to Coggeshall Parish Council

DATE: 8th July 2021