



# COGGESHALL PARISH COUNCIL

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## THE NEXT MEETING OF THE PARISH COUNCIL

will be held on

**MONDAY 15 NOVEMBER 2021 at 7.30 PM**  
**at Coggeshall Village Hall, Keys Room**

for the purpose of transacting the business shown in the agenda below

The public and press are welcome to be present

Please note that this meeting may be recorded

Clerk

10 November 2021

## AGENDA

Agenda Number	Item	Appendix Number
2021/253	<b>Those present and apologies for absence</b>	
2021/254	<b>Declarations Of Interests</b> To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting.	
2021/255	<b>Minutes of Previous Meeting</b> To approve the Minutes of the Meeting of 18 October 2021.	App 1
2021/256	<b>Public Participation session with respect to Agenda items and other matters of mutual interest.</b> 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.	
2021/257	<b>County Councillor's &amp; District Councillor's Report</b>	
2021/258	<b>Clerk's Report and Correspondence</b> To receive the Clerk's Report and to agree on any actions required.	App 2
2021/259	<b>Big Park Project</b> To discuss the offer from the Big Park Project Fundraising Group to provide a contribution of £1,170 towards the cost of the matting for the second phase of the Big Park Project.	

<b>2021/260</b>	<b>Playground Fencing</b> To agree to move the fence boundary for the playground in the Recreation Ground as per the designs submitted by the BPP group in order to incorporate trees and more space to provide access, shade and seating for the community.	<b>App 3</b>
<b>2021/261</b>	<b>Skate Ramp Project</b> To receive the report from ROSPA and;- 1) To subsequently agree to install the stake ramp in the preferred position identified in their report (On the Rec and south of the basketball court). 2) To agree to go out to tender for the supply and installation of the skate ramp as per the specification in App XX such that a fixed cost is provided ahead of any fundraising.	<b>App 4 App 5</b>
<b>2021/262</b>	<b>Finance</b> i. To agree Accounts Payable ii. To note bank balances iii. To receive an update on the Budget year to date as of 26 October 2021 iv. To note the up-to-date position (year to date) in respect of the budget to year ending 31 March 2022 v. To note the Council's current cash position	<b>App 6i, App 6ii App 6iii App 6iv App 6v</b>
<b>2021/263</b>	<b>To note the draft minutes from the Finance Committee meeting of 3 November, to discuss the Committee recommendations and agree any actions arising. Specifically to include: -</b> 1) To note the content of the draft Finance Committee meeting minutes from 3 November 2021 2) To discuss and agree any actions arising from the current draft of the Budget for the year 2022/2023 3) To discuss and agree (in the context of the budget) the purchase of a) Projector & Stand approx. cost £850 and b) Microphone Congress System approx. cost £3,000 and /or alternative funding options 4) To set up a Working Party to investigate the replacement of the Council Van with a suitable electric alternative – to report on the type of van now required and the alternative financing options	<b>App 7i App 7ii App 7iii</b>
<b>2021/264</b>	<b>Interim Internal Audit</b> Following the resignation of the Clerk to agree that an Interim Internal Audit should be undertaken by Jan Stobart. Cost £160 plus £120 to complete the year end Internal Audit	
<b>2021/265</b>	<b>Old Chapel</b> To discuss the issues regarding the current position with insurance, access and fencing and agree how to progress.	
<b>2021/266</b>	<b>Market Stallholders Arrears in Rent</b> To discuss the current position and agree a policy / process on how these should be addressed	
<b>2021/267</b>	<b>BDC Open Spaces Action Plan</b> To review the Open Spaces Action Plan and agree on any changes and/or additions.	<b>App 8</b>

<b>2021/268</b>	<b>Parking for Christmas Market</b> To agree on arrangements for parking charges for the Christmas Market.	
<b>2021/269</b>	<b>Co-Option of Councillors</b> To agree on advertising for the current casual vacancies.	
<b>2021/270</b>	<b>Date of Next Meeting</b> The next meeting is scheduled for Monday 15 November 2021, at 7.30pm, in the Keys Room.	