



# COGGESHALL PARISH COUNCIL

Village Hall, 25 Stoneham Street, Coggeshall, Essex, CO6 1UH  
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## YOU ARE HEREBY SUMMONED TO THE NEXT MEETING OF THE PARISH COUNCIL

which will be held on  
**MONDAY 20 FEBRUARY 2023**  
at 7.30pm

**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

15 February 2023

## AGENDA

Agenda Number	Item	Appendix Number
2022/180	<b>Apologies for Absence</b> Members are reminded that the LGA 1972, S85 states that apologies for absence must be received prior to a meeting.	
2022/181	<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.	
2022/182	<b>Minutes of Previous Meeting</b> To approve the minutes of the meetings held on 17 January 2023.	App 1
2022/183	<b>Public Forum</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 Chair.	
2022/184	<b>District and County Councillor Reports</b>	
2022/185	<b>Clerk's Report</b> To receive the Clerk's Report.	App 2
2022/186	<b>Finance</b> i) To approve Accounts Payable ii) To note the Bank account balances	App 3 App 4
2022/187	<b>To note the draft Minutes from a Finance Committee meeting on 14 February 2023</b>	App 5
2022/188	<b>To receive an update from the Responsible Financial Officer on the current year Budget</b>	App 6

2022/189	To approve the 2022-2023 Risk Assessment as recommended by Finance Committee	App 7
2022/190	To approve the Internal Controls Review – year end 31 March 2023 as recommended by Finance Committee	App 8
2022/191	To undertake the annual review of the Council's Financial Regulations as recommended by Finance Committee	App 9 App 10
2022/192	To review the Council's Asset Register as recommended by Finance Committee	App 11
2022/193	To review the Council's Investment Strategy as recommended by Finance Committee	App 12
2022/194	To note and approve the Property Owners Liability insurance increase from £1m to £2m at a premium cost of £17.64	App 13
2022/195	<b>Village Hall Hire</b> 1) To discuss and agree a revision to the process for the invoicing of 'one off hirers' of the Village Hall 2) To discuss and agree a process and structure by which late payers of Village Hall hire invoices should be addressed	App 14
2022/196	<b>Annual Review of Standing Orders</b> To undertake the annual review of Standing Orders.	App 15
2022/197	<b>Tree Survey – Quote for Works</b> To agree to the quote provided by Be-Green Tree Surgery following the recent tree survey.	App 16
2022/198	<b>Replacement Lawnmower</b> To agree to purchase a replacement lawnmower following the scrapping of the previous equipment. Quotes for a Hayter Harrier 41 Pro (prices are excluding VAT): <ul style="list-style-type: none"> <li>• Ernest Doe: £770.00</li> <li>• mowers-online.co.uk: £783.33</li> <li>• groundserv.co.uk: £795.00</li> </ul>	App 17
2022/199	<b>Heritage Asset Enforcement</b> To agree whether the Parish Council resolves to make an enforcement report to BDC with regard to the disrepair and dilapidation of two empty Grade II listed buildings in Coggeshall: <ul style="list-style-type: none"> <li>• 9 – 13 Church Street - Listing number: 1306952</li> <li>• 24 Church Street - Listing number: 1168937</li> </ul>	
2022/200	<b>Dilapidated and Empty Buildings</b> To discuss and agree any other action to be requested regarding other dilapidated and empty buildings within Coggeshall.	
2022/201	<b>CPC Meeting with BDC Planning</b> To agree to arrange a meeting with BDC Planning regarding elements of the S106 agreement relating to the development at Land North of Colchester Road.	
2022/202	<b>Planning Application – to discuss and agree a response:</b> <b>23/00127/HH   59 East Street Coggeshall:</b> Addition of lean-to cold frame attached to existing greenhouse. Deadline for comments: 22 February 2023 <a href="https://publicaccess.braintree.gov.uk/online-">https://publicaccess.braintree.gov.uk/online-</a>	

	<a href="https://www.oxford.gov.uk/applications/applicationDetails.do?activeTab=documents&amp;keyVal=ROO8WRBFHDE00">applications/applicationDetails.do?activeTab=documents&amp;keyVal=ROO8WRBFHDE00</a>	
<b>2022/203</b>	<b>Date of the Next Meeting</b> The next meeting date is scheduled for 20 March 2023.	
<b>2022/204</b>	<b>Exclusion of the Public and Press</b> To resolve to exclude the public and press under the Public Bodies (Admission to Meetings) Act 1960 from items 2022/205 and 2022/206 to enable the Parish Council to consider confidential legal issues.	
<b>2022/205</b>	<b>Licence Issue</b> To discuss and agree a way forward on a boundary issue.	
<b>2022/206</b>	<b>To Consider an Access/Licence Request</b> To discuss and agree a way forward on an access issue with the possibility of issuing a Licence.	