



# COGGESHALL PARISH COUNCIL

Village Hall, Stoneham Street, Coggeshall, Essex, CO6 1UH

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## THE NEXT MEETING OF THE PARISH COUNCIL

will be held on

**MONDAY 17 APRIL 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

12 April 2023

## AGENDA

2022/234	<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.	
2022/235	<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.	
2022/236	<b>Minutes of Previous Meeting</b> To approve the minutes of the meeting held on 20 March 2023.	App 1
2022/237	<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.	
2022/238	<b>District and County Councillor Reports</b>	
2022/239	<b>Clerk's Report</b> To receive the Clerk's Report.	App 2
2022/240	<b>Finance</b> i) To note the Bank Balances as at 31 March 2023. ii) To approve the year end 31 March 2023 Accounts Payable iii) To approve the Accounts Payable.	App 3(i) App 3(ii) App 3(iii)
2022/241	<b>Year End Income and Expenditure</b> To receive from the RFO a first draft of the year end Income and Expenditure out-turn as at 31 March 2023, and discuss any required actions.	App 3(iv)
2022/242	<b>Grant Application: Coggeshall Summer Festival</b> To approve a grant application for the Coggeshall Summer Festival at the Recreation Ground on 10 June 2023.	App 4

2022/243	<b>Playground Repairs – Recreation Ground</b> <ul style="list-style-type: none"> <li>• Retrospective approval for the following parts and repair work: <ul style="list-style-type: none"> <li>○ Parts ordered from Proludic – two damaged see-saw seats, plus all parts required to repair the vandalised wooden bridge – total cost £518.56.</li> <li>○ Quote accepted from Playquip for the emergency works to the see-saw and wooden bridge – total cost: £408.00.</li> </ul> </li> </ul>	Apps 5 & 6								
2022/244	<b>General Playground Repairs</b> To agree to general repairs at all playground sites, in accordance with findings from the recent Operational Inspection. Options detailed in Apps 6 and 7. Recommendation: To commission the repairs from Playfix, at a total amount of £1,975.00.	Apps 6 & 7								
2022/245	<b>New Recycling/Waste Bin – Stoneham Street Recycling Bank</b> To agree to purchase and install a joint waste/recycling bin next to the boilerhouse and recycling banks in the Stoneham Street car park. Options detailed in App 8. Recommendation: To purchase the Nexus Evolution City bin from Glasdon at the cost of £545.01 (exc VAT).	App 8								
2022/246	<b>New Dog Waste Bins</b> <ul style="list-style-type: none"> <li>• To agree to purchase two new dog waste bins to replace broken ones. Options detailed in App 9.  Recommendation: To purchase from Glasdon, two 35ltr red dog bins at a cost of £260.65 each (exc. VAT).</li> <li>• To agree to approach ECC for permission to site a new dog waste bin at the junction of St Peter’s Road and St Anne’s Close.  Options for bins on App 9.  Recommendation to purchase from Glasdon – 35ltr red dog bin at a cost of £260.65 (exc. VAT).</li> </ul>	App 9								
2022/247	<b>Risk Assessments</b> To agree the following revised Risk Assessments: <table border="1" data-bbox="341 1207 1329 1503" style="width: 100%; border-collapse: collapse;"> <tr> <td data-bbox="341 1207 874 1279"><b>RA1:</b> Manual Handling</td> <td data-bbox="874 1207 1329 1279"><b>RA5:</b> Use of Power Tools, Hand Tools and Implements</td> </tr> <tr> <td data-bbox="341 1279 874 1350"><b>RA2:</b> Driving Vehicles for Work Purposes</td> <td data-bbox="874 1279 1329 1350"><b>RA6:</b> Graffiti Removal</td> </tr> <tr> <td data-bbox="341 1350 874 1422"><b>RA3:</b> Powered Equipment</td> <td data-bbox="874 1350 1329 1422"><b>RA7:</b> General Maintenance and Street Cleaning Duties</td> </tr> <tr> <td data-bbox="341 1422 874 1503"><b>RA4:</b> Litter, Dog Bin Emptying &amp; Litter Picking</td> <td data-bbox="874 1422 1329 1503"><b>RA8:</b> Owen Martin Nature Reserve Pond</td> </tr> </table>	<b>RA1:</b> Manual Handling	<b>RA5:</b> Use of Power Tools, Hand Tools and Implements	<b>RA2:</b> Driving Vehicles for Work Purposes	<b>RA6:</b> Graffiti Removal	<b>RA3:</b> Powered Equipment	<b>RA7:</b> General Maintenance and Street Cleaning Duties	<b>RA4:</b> Litter, Dog Bin Emptying & Litter Picking	<b>RA8:</b> Owen Martin Nature Reserve Pond	App 10
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2022/248	<b>Policy Review – Council Vehicle Policy</b> Following review, to agree the Council Vehicle Policy.	App 11								
2022/249	<b>Coggeshall Community Bus</b> To review the permit arrangement for parking the Community Bus in the Stoneham Street Car Park, running up to the end of the 6 month agreement.									
2022/250	<b>Rivenhall Liaison Committee (IWMF)</b> To receive an update from the Rivenhall Liaison Committee meeting held on 16 March 2023.									
2022/251	<b>To agree a response to the following planning applications:</b>	<b>Deadline</b>								
251.1	<b>23/00715/VAR   Purley Farm House Colne Road Coggeshall:</b> Variation of Condition 2 (Approved Plans) of approved application 21/03055/FUL for demolition of existing dwelling and erection of two-storey 4-bedroom replacement dwellinghouses. <a href="https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RRLSX9BFIH200">https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RRLSX9BFIH200</a>	24 April								

251.2	<b>23/00699/LBC   2 &amp; 4 East Street Coggeshall</b> Painting of exterior walls, windows and communal entrance in olive green colour. <a href="https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=RILJ2BFOL600">https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=RILJ2BFOL600</a>	25 April
251.3	<b>23/00759/HH &amp; 23/00760/LBC   2 Stoneham Street Coggeshall</b> Proposed internal alterations and installation of external pipework. <a href="https://publicaccess.braintree.gov.uk/online-applications/simpleSearchResults.do?action=firstPage">https://publicaccess.braintree.gov.uk/online-applications/simpleSearchResults.do?action=firstPage</a>	27 April
251.4	<b>23/00772/FUL   Land Adj. 1 Warley Farm Cottages Nuntys Lane Pattiswick Coggeshall:</b> Proposed 2 No. bed dwelling, including landscaping and boundary treatments and a garden store for bins and bikes, with shared access drive. <a href="https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=details&amp;keyVal=RRVOJYBFIL300">https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=details&amp;keyVal=RRVOJYBFIL300</a>	9 May
<b>2022/252</b>	<b>Date of the Next Meeting</b> The Annual Parish Council meeting is scheduled for 15 May 2023.	
<b>2022/253</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 2022/254 and 2022/255 to enable the Parish Council to consider confidential staffing and legal issues.	
<b>2022/254</b>	<b>Recruitment</b> To approve the appointment of a new Works Operative, as recommended by the Staffing Committee.	App 12
<b>2022/255</b>	<b>Boundary Issue</b> To receive an update from the Clerk.	