



COGGESHALL PARISH COUNCIL

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

01376 562346 | 07534 332042 | clerk@coggeshall-pc.gov.uk

VAT: 200 989 313

MINUTES OF THE PARISH COUNCIL MEETING

held on

MONDAY 17 JULY 2023

at 7.30pm

at Coggeshall Village Hall, Keys Room

Present: Cllr Hagger (Chair), Cllr Alston, Cllr Barry, Cllr Badger,
Cllr Bugg, Cllr Claydon, Cllr Dawson, Cllr Plumb, Cllr Ross
Philippa Potter – Parish Clerk, Steve Marriott - Responsible Financial Officer
3 members of the public

2023/62	Apologies for Absence Apologies were received and accepted from Cllr Brindley, Cllr Heaton, Cllr Staines, Cllr Walsh, Cllr Wilson	
2023/63	Declarations Of Interests None	
2023/64	Minutes of Previous Meeting <ul style="list-style-type: none">It was Proposed Cllr Hagger, Seconded Cllr Claydon and unanimously Resolved, that the minutes of the meeting held on 15 May 2023 are a true record and were signed accordingly.It was Proposed Cllr Alston, Seconded Cllr Claydon and unanimously Resolved, that the minutes of the meeting held on 19 June 2023 are a true record (with one correction) and were signed accordingly.	App 1 (i) App 1 (ii)
2023/65	Public Forum <ul style="list-style-type: none">The Carnival Committee thanked the Parish Council for assisting with the suspension of car park charges on the day of the Carnival. It was reported that the day went extremely well.A member of the public queried the forecast for the staff salary budget for the 23/24 financial year. The RFO gave the figures for the past two years and the budget figure for 23/24 and explained that barring any unforeseen circumstances, the expenditure at the year end is expected to be on or around this amount.There was also a query about the intended use for the 'Augur' equipment authorised for purchase at the June meeting. The Clerk explained that this was mainly to assist the Grounds Staff in digging the ashes burial plots at the cemetery, but will also be used for jobs such as installing fence posts.A resident from Surrex spoke to Council with regard to the local concerns surrounding the proposed pylons and electricity cable line currently being consulted on by National Grid for the Norwich to Tilbury grid upgrade programme.	

	<p>The resident explained how close the proposed pylons would be to properties in Surrex and the effects the blight would have on their amenity, visual aspects and property prices, along with concerns about health and the effect on the environment.</p> <p>Council agreed that a group of Councillors would meet with Surrex residents so that they can see these issues on the ground, to assist with understanding of the issues and with forming the Council's response to the consultation. The resident will also share information with the Clerk on the local and wider issues to take into account.</p>	
2023/66	<p>District and County Councillor Reports</p> <p>The Chair read out Cllr Walsh and Cllr Abram's joint District Councillor report as they were attending the Braintree District Full Council meeting. County Cllr Thorogood's report was circulated after the meeting by email.</p>	
2023/67	<p>Clerk's Report</p> <p>The Clerk's Report will be circulated after the meeting and will be published on the website.</p>	App 2
2023/68	<p>Finance</p> <ul style="list-style-type: none"> i) The Bank Reconciliations and Balances as at 30 June 2023 were noted. ii) It was Proposed Cllr Plumb, Seconded Cllr Claydon, and unanimously Resolved to approve the Accounts Payable. iii) The up-to-date position with income and expenditure year to date in the current financial year was noted. 	App 3(i) App 3(ii) App 3(iii)
2023/69	<p>Bank Signatories – Unity Trust Bank</p> <p>The current bank signatories were reviewed, and a need to 'spread the load' is required. Following discussion, it was Proposed Cllr Hagger, Seconded Cllr Claydon and unanimously approved to add Cllr Badger and Cllr Barry as signatories, and to remove Cllr Alston.</p>	
2023/70	<p>Lloyds Bank Fixed Term Deposit Maturity £30,034.32 17 July 2023</p> <p>It was Proposed Cllr Plumb, Seconded Cllr Claydon and unanimously Resolved to confirm the RFO's actions in reinvesting the deposit with Lloyds, as reported.</p>	
2023/71	<p>National Grid Consultation – Norwich to Tilbury Grid Upgrade</p> <p>Following discussion, it was Proposed Cllr Hagger, Seconded Cllr Alston to make objections to the consultation on the grounds of the impact to the local area and environment, in particular the blight to those properties in Surrex which will be in closest proximity to the proposed pylons and cables. The Clerk will collate information from Councillors and residents to draft a response, which will be circulated prior to submission by 21 August 2023.</p>	
2023/72	<p>Funding – Recreation Ground Play Area</p> <p>Following discussion, it was Proposed Cllr Claydon, Seconded Cllr Plumb and unanimously Resolved to agree to receive funding from the Coggeshall Parks and Recreation Group to pay for new accessible seating in the extended area of the playground within the Recreation Ground. This is on the stipulation that any seating has to be approved by a committee member of the Group before the money is spent, and the funding is ring fenced solely for this purpose. Should there be any remaining funds once the agreed and Council-approved seating has been installed, then the Coggeshall Parks and Recreation Group will confirm how this money may be spent.</p>	

2023/73	<p>Committee Membership</p> <ul style="list-style-type: none"> • Planning Committee <ul style="list-style-type: none"> ○ It was Proposed Cllr Hagger, Seconded Cllr Plumb and unanimously Resolved to agree the revised Planning Committee Terms of Reference. ○ It was Proposed Cllr Claydon, Seconded Cllr Bugg and unanimously Resolved to agree to appoint Peter Kohn to the Planning Committee as a non-councillor member, as Chair of the Neighbourhood Plan Committee. • Recreation Sub-Committee <ul style="list-style-type: none"> ○ It was Proposed Cllr Claydon, Seconded Cllr Alston and unanimously Resolved to agree to appoint Cllr Badger to the Recreation Sub-Committee. 	App 4
2023/74	<p>Open Spaces Committee Strategy – Section 106 Monies</p> <p>It was Proposed Cllr Badger, Seconded Cllr Ross and unanimously Resolved to receive and approve the recommendations from the Open Spaces Committee, with regard to the CPC strategy towards funding from available, and future, S106 money.</p>	App 5
2023/75	<p>Coggeshall Almshouses Charity – Parish Council Representative</p> <p>It was Proposed Cllr Barry, Seconded Cllr Plumb and unanimously Resolved to nominate Cllr Wilson as the Parish Council's nomination for a Trustee on the Coggeshall Almshouses Committee for the next three years.</p>	App 6
2023/76	<p>Request to Amend the Traffic Regulation Order at Stoneham Street</p> <p>It was Proposed Cllr Badger, Seconded Cllr Barry and unanimously Resolved to put in a request to the North Essex Parking Partnership to amend the TRO on Stoneham Street, to restrict parking between 6am and 2pm on Thursdays (from the current restriction between 6am and 6pm on Thursdays). It was agreed to speak to market stall holders beforehand to ensure there are no objections.</p>	App 7
2023/77	<p>Purchase of Petrol Earth Auger/Fence Post Hole Borer</p> <p>It was Proposed Cllr Barry, Seconded Cllr Hagger and unanimously Resolved to purchase the above equipment, from Miller & Mason at the cost of £149.99.</p>	App 8
2023/78	<p>Retrospective Agreement for Expenditure Between Meetings</p> <p>It was Proposed Cllr Barry, Seconded Cllr Claydon and unanimously Resolved to retrospectively approve expenditure agreed between meetings under Financial Regulation 4.1. Agreement was obtained between the Chair of the Parish Council, Chair of the Finance Committee and the Clerk, due to its urgent nature on the grounds of health and safety, as follows:</p> <ul style="list-style-type: none"> • Reinstatement of vertical poles at the Recreation Ground Playground which had come loose and fallen down. Cost to reinstate via the suppliers, Proludic, was £520 (cost price). 	App 9
	Planning Applications	
2023/79	<p>23/01571/HH 32 Monkdowns Road Coggeshall</p> <p>Proposed two storey rear extension and single storey side extension: It was Proposed Cllr Claydon, Seconded Cllr Plumb and unanimously Resolved to make no comment and no objection to the application.</p>	
2023/80	<p>23/01241/FUL Maltbeggars Farm Tey Road Coggeshall</p> <p>It was Proposed Cllr Claydon, Seconded Cllr Barry and unanimously Resolved to make no comment and no objection to the application.</p>	
2023/81	<p>23/01567/HH 16 Church Street Coggeshall</p> <p>Single storey rear extension and new side entrance door: It was Proposed Cllr Claydon, Seconded Cllr Alston and unanimously Resolved to make no comment and no objection to the application.</p>	

2023/82	Date of the Next Meeting The next Parish Council meeting is scheduled for 18 September 2023.	
2023/83	Exclusion of the Public and Press It was Proposed Cllr Hagger, Seconded Cllr Claydon and unanimously Resolved to exclude the public and press under the Public Bodies (Admission to Meetings) Act 1960 from items 2023/84 to enable the Parish Council to consider confidential legal issues.	
2023/84	Boundary Issue This item was postponed to the next meeting, as the required information was not available.	

Signed

Chair

Date