



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 20 NOVEMBER 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. This meeting may be recorded

Clerk

17 November 2023

AGENDA

2023/149	Apologies for Absence Members are reminded that the LGA 1972, S85 states that apologies for absence must be received prior to a meeting.	
2023/150	Declarations Of Interests 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.	
2023/151	Minutes of Previous Meeting To approve the minutes of the meeting held on 6 November 2023.	App 1
2023/152	Public Forum 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.	
2023/153	County and District Councillors' Reports	
2023/154	Clerk's Report	App 2
2023/155	Finance i) Bank reconciliations and balances as at 31 October 2023. ii) Accounts payable. iii) Income and expenditure year to date for the current financial year ending 31 March 2024.	Apps 3(i) 3(ii) 3(iii)
2023/156	Finance To approve reinvestment of the Fixed Term Deposit with Lloyds Bank in the sum of £30,000, plus the accrued interest of £780, for a further period.	App 4
2023/157	Insurance To approve the renewal of the insurance on The Chapel at a cost of £1,186.07 for 12 months with effect from 23 November 2023.	App 5
2023/158	Finance Committee To note the draft minutes of a Finance Committee meeting held on 2 November 2023.	App 6

2023/159	Internal Audit i) To confirm the appointment of Ann Wood as the Council's Internal Auditor for the financial year ending 31 March 2024 at a cost of £295. ii) To authorise the RFO to write to Ann Wood confirming the appointment. iii) To note that an Interim Audit will be undertaken on 7 December 2023.	App 7
2023/160	Fabian's: Removal of Existing Equipment To receive quotes for the removal of the existing equipment at Fabian's Play Area, prior to refurbishment. Quotes received as per Appendix 8, with details of the service being offered. Headline prices as below: <ul style="list-style-type: none"> Kompan: £4,980* + VAT (*please read Appendix 8, as this quote feeds into other issues on the refurbishment project) Playfix: £2,345 (straight removal, excluding surfacing) 	App 8(i) App 8(ii)
2023/161	\$106 Monies To receive a report from the Clerk on the current situation with the available \$106 monies.	App 9
2023/162	BDC Potential Open Space Improvements Plan (POSI) To receive a report from the Clerk as to recommended changes to the POSI (previously known as the Open Space Action Plan), and to agree those changes.	App 10
2023/163	Rural Prosperity Fund – Application for Clock Tower Refurbishment To agree for CPC to apply to the Rural Prosperity Fund, for a grant towards refurbishment work at the Clock Tower. This is to cover essential maintenance, together with enhancements regarding safety.	App 11
2023/164	ECC Draft Waste Strategy Consultation To agree a response from CPC, as drafted by Cllr Staines.	App 12
2023/165	Coggeshall Christmas – Final Details To receive and approve the following documents: <ul style="list-style-type: none"> Event Risk Assessment Insurance Compliance – Lights, Tree, Market Event, Volunteers 	Apps 13(i) 13(ii)
2023/166	Business Workshop Cllr Barry to propose that CPC holds a Business Workshop, with local businesses at the Village Hall, to discuss ideas on how they can be supported.	
2023/167	Committee Membership To agree to Cllr Barry joining the Open Spaces Committee.	
2023/168	Purchase of 2-in-1 Sack Barrow/Trolley To agree to the purchase of the above equipment to assist with grounds work.	App 14
2023/169	Date of the Next Meeting The next Parish Council meeting is scheduled for Monday 20 November 2023.	
2023/170	Exclusion of the Public and Press To resolve to exclude the public and press under items 2023/147, 2023/148 to enable the Parish Council to consider items which include commercially sensitive and personal information.	
2023/171	Parking Issue To receive a report from the Clerk.	