



# COGGESHALL PARISH COUNCIL

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

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## MINUTES OF THE PARISH COUNCIL MEETING

held on

**MONDAY 18 SEPTEMBER 2023**

at 7.30pm

**at Coggeshall Village Hall, Keys Room**

**Present:** Cllr Hagger (Chair), Cllr Alston, Cllr Badger, Cllr Barry, Cllr Brindley, Cllr Bugg  
Cllr Claydon, Cllr Dawson, Cllr Heaton, Cllr Plumb, Cllr Walsh  
Philippa Potter – Parish Clerk, Steve Marriott - Responsible Financial Officer  
Two members of the public, District Cllr Abram

2023/99	<b>Apologies for Absence</b> Apologies were received and accepted from Cllr Ross, Cllr Staines, and County Cllr Paul Thorogood.	
2023/100	<b>Declarations Of Interests</b> Cllr Claydon declared an interest in Item 23/105: Coggeshall Christmas, as he is related to a member of the group. Cllr Claydon removed himself from the room during this agenda item and did not take part in the vote.	
2023/101	<b>Minutes of Previous Meeting</b> It was Proposed Cllr Claydon, Seconded Cllr Alston and unanimously Resolved that the minutes of the meeting held on 22 August 2023 are a true record and were signed accordingly.	App 1
2023/102	<b>Public Forum</b> A member of the public asked what had occurred with the sponsorship money which had been promised to the Coggeshall Christmas event by Vistry. The Clerk explained that the offer had been made, but was withdrawn a few days later, due to a reorganisation in the company. Therefore, the group were needing to secure funding from elsewhere to bridge the gap.  District Cllr Walsh spoke to give his District report, and told the meeting that the A120 will be being closed overnight in sections, covering the east of Coggeshall to West Tey section from 9 October to 10 November, and the west of Coggeshall to Marks Farm section from 27 November to 19 January 2024. The sections will be closed from 8pm to 6am. There are concerns about traffic using routes through the villages rather than the long diversion. Funding for the new route of the A120 is not yet scheduled for a decision.  A planning application was expected for the Flood Alleviation Scheme in July, but this has not yet been submitted.	

	<p>District Cllr Abram gave his report. He has a volunteer driver come forward whose name has been passed along to the chair of the Community Bus group. Dennis is also looking at other community initiatives such as local deliveries of groceries for older or more vulnerable people. Cllr Abram is also still pursuing the problem of the number of saplings which are planted on the highways and new developments and then die due to lack of care. Cllr Abram is also continuing to pursue dust and noise issues from the Colchester Road development.</p> <p>County Cllr Paul Thorogood was not able to attend the meeting and sent his report through by email, which was circulated to all Councillors summarised at the meeting by the Chair as follows:</p> <p>County Cllr Thorogood reported that the incinerator was now classed as a nationally significant infrastructure and future planning applications would be considered by the Secretary of State rather than ECC. Condition 66 has now been approved for removal, which means that the recycling elements to the proposal are not required to be provided.</p> <p>BDC are introducing a charge for the collection of the green waste bins, from April next year. An 'early bird' sign up before the end of November is available for half price, but the charges are likely to be £55-60 and the £60-65 for the next two financial years.</p> <p>Cllr Thorogood is meeting with the WI and Cllr Dawson regarding the push for a pedestrian crossing on East Street. Dropped kerbs are going through the approval process with the Local Highways Panel at present. A suggestion of looking at the potential of using a VAS speed device was also made.</p>	
<b>2023/103</b>	<p><b>Clerk's Report</b> The Clerk's Report was received and summarised to the meeting.</p>	App 2
<b>2023/104</b>	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>i) The bank reconciliations and balances as at 31 August 2023 were noted.</li> <li>ii) It was Proposed Cllr Plumb, Seconded Cllr Claydon and unanimously Resolved to authorise the payment of the Accounts.</li> <li>iii) The up-to-date position with income and expenditure year-to-date in the current financial year was noted.</li> </ul>	Apps 3(i) 3(ii) 3(iii)
<b>2023/105</b>	<p><b>Coggeshall Christmas</b> <i>Cllr Claydon left the room during this item, due to his declaration of interest as detailed above.</i></p> <ul style="list-style-type: none"> <li>• Following discussion, it was agreed that Coggeshall Christmas be asked to complete the grant application form and supply all relevant documentation relating to accounts. Council have also asked for information around how the event will be improved this year, for Councillors to make a decision at the next meeting.</li> <li>• It was Proposed Cllr Hagger, Seconded Cllr Walsh and unanimously Resolved to agree to pay up to £1,200 for the cost of the electrical checks in relation to the Christmas street and tree lights. The Clerk will confirm the actual cost as soon as details have been finalised.</li> </ul>	App 4
<b>2023/106</b>	<p><b>Purchase of RBL Women in War Silhouette Statue</b> It was Proposed Cllr Plumb, Seconded Cllr Barry and unanimously Resolved to purchase a 'Women in War' silhouette statue from the Royal British Legion at the cost of £175.</p>	App 5

	Following the Remembrance Day service at the War Memorial, the silhouette will be displayed on the wall of Coggeshall Museum with the 'Tommy' silhouette.	
<b>2023/107</b>	<b>Reinstatement of Sweeping See-Saw – Recreation Ground Play Area</b> It was Proposed Cllr Claydon, Seconded Cllr Alston and unanimously Resolved to agree the quote from the suppliers, Proludic, to reinstate the sweeping see-saw equipment in the Recreation Ground, at the cost of £360.	App 6
<b>2023/108</b>	<b>Fire Risk Assessment – Village Hall and Museum</b> It was Proposed Cllr Claydon, Seconded Cllr Alston and unanimously Resolved to accept the quote from Chubb (who have LPCB/Red Book approval), at the net cost of £544.50.	App 7
<b>2023/109</b>	<b>Village Hall – Emergency Lighting Repairs</b> It was Proposed Cllr Hagger, Seconded Cllr Claydon, and unanimously Resolved to agree the quote received from Anglia Fire Protection following the annual service of the Fire Alarm and Emergency Lighting in the Village Hall. A number of faults were detected, with the quote to repair being £791.00.	App 8
<b>2023/110</b>	<b>Graffiti Removal – Recreation Ground and Horn Lane Alleyway</b> <ul style="list-style-type: none"> <li>• A report was received from the Clerk regarding the graffiti issue at the Recreation Ground and Horn Lane alleyway. Cllr Heaton queried whether Listed Building and/or Conservation Area consent will be required to approve removal. The Clerk confirmed that the wall along Horn Lane is listed and the property owner will need to obtain consent to be able to remove. The Clerk did not think that Conservation Area consent was required to remove the graffiti from the rear wall of the Recreation Ground, however, this will be checked prior to work being undertaken.</li> <li>• It was Proposed Cllr Hagger, Seconded Cllr Claydon and unanimously Resolved to agree the following documents: <ul style="list-style-type: none"> <li>○ Risk Assessment – Graffiti Removal (Spraying): RA6</li> <li>○ COSHH Risk Assessment – Graffiti Removal Spray: CR1</li> <li>○ Safe System of Work (SSOW) – Graffiti Removal (Spraying): RA6.</li> </ul> </li> </ul>	Apps 9,10,11,12
<b>2023/111</b>	<b>Planning Applications</b> It was Proposed Cllr Claydon, Seconded Cllr Heaton , and unanimously Resolved to agree to change the system for considering planning applications at CPC, and to adopt the revised Planning Scheme of Delegation to reflect this.	App 13
<b>2023/112</b>	<b>S106 – Required Changes to the Deed for Bovis</b> Following discussion, it was Proposed Cllr Hagger, Seconded Cllr Barry, and unanimously Resolved to request the following changes to the S106 agreement relating to the development, Land North of Colchester Road (17/02246/OUT). This applies only to those areas of the Deed relating to open space: <ul style="list-style-type: none"> <li>• Outdoor Sport: <ul style="list-style-type: none"> <li>○ to change the location in the wording, to enable exercise equipment to be installed in any suitable open space in the parish. A change to the wording 'adult gym equipment' was requested to instead read, 'the installation of exercise equipment'. This allows for flexibility across the most up to date ranges of this kind of equipment.</li> <li>○ Agree to request a change from the stipulation for a MUGA, to give more flexibility on the type of multi-use area for outdoor sport on the old basketball area.</li> <li>○ Cricket Club: It was agreed to ask for the removal of the projects which have already been delivered, and to enter</li> </ul> </li> </ul>	App 14

	<p>wording to allow starter funding to be applied for with regard to an extension of the club buildings.</p> <ul style="list-style-type: none"> <li>• Indoor Sport: Wording to remain as it is.</li> <li>• Allotments: Wording to remain as it is, but to remove the galvanised fencing which has been delivered, and to remove composting toilets as these are not required.</li> </ul> <p>The request for wording changes to be returned to BDC to be considered if changes are made to the S106 Deed.</p>	
<b>2023/113</b>	<p><b>Date of the Next Meeting</b> The next Parish Council meeting is scheduled for 16 October 2023.</p>	

Signed .....  
Chair

Date .....