



# COGGESHALL PARISH COUNCIL

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

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

VAT: 200 989 313

## THE NEXT MEETING OF THE PARISH COUNCIL

will be held on

**MONDAY 18 MARCH 2024**

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

12 March 2024

## AGENDA

2023/237	<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.	
2023/238	<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.	
2023/239	<b>Minutes of Previous Meetings</b> To approve the minutes of the meetings held on: <ul style="list-style-type: none"><li>19 February 2024</li><li>6 March 2024</li></ul>	Apps 1 (i) 1 (ii)
2023/240	<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.	
2023/241	<b>County and District Councillors' Reports</b>	
2023/242	<b>Clerk's Report</b>	App 2
2023/243	<b>Finance</b> <ul style="list-style-type: none"><li>i) Bank reconciliations and balances as at 29 February 2024.</li><li>ii) Accounts payable.</li><li>iii) Income and expenditure year to date for the current financial year ending 31 March 2024.</li></ul>	Apps 3(i) 3(ii) 3(iii)
2023/244	<b>Finance Committee Meeting</b> To note the Draft Minutes of a Finance Committee meeting on 27 February 2024.	App 4
2023/245	<b>2024/2025 CPC Risk Assessment</b> To review and approve the annual Risk Assessment as recommended by the Finance Committee.	App 5
2023/246	<b>Internal Controls Review – year end 31 March 2024</b> To review and approve the Internal Controls as recommended by Finance Committee.	App 6

2023/247	<b>Asset Register</b> To review and approve the Council's Asset Register as recommended by Finance Committee.	App 7
2023/248	<b>Investment Strategy</b> To review and approve the Council's Investment Strategy as recommended by Finance Committee.	App 8
2023/249	<b>Financial Regulations</b> To approve the addition of a new paragraph 5.5(d) to the Financial Regulations to facilitate the early refund of Village Hall Hire Damage Deposits after the hire has taken place.	App 9
2023/250	<b>East Street Residents Parking Scheme</b> To discuss and agree to support an application for a Residents' Parking Scheme on East Street, being put forward by residents to the North Essex Parking Partnership (NEPP).	App 10
2023/251	<b>Stoneham Street Parking Scheme</b> To agree to support the parking scheme for Stoneham Street being put forward to the Local Highways Panel (LHP) by County Cllr Thorogood.	App 11
2023/252	<b>Parking Restriction – Junction of 80-88 Tilkey Road</b> To agree to support Cllr Thorogood's parking restriction proposal to NEPP.	App 12
2023/253	<b>Tilkey Road Parking Scheme Proposals</b> To agree to support Cllr Thorogood's proposals to NEPP, to improve parking situation in Tilkey Road as in Appendix 13.	App 13
2023/254	<b>Essex Minerals and Waste Plan – Public Consultation</b> To agree the response from CPC to the consultation – deadline 18 March. Link to consultation: <a href="https://www.essex.gov.uk/replacement-essex-minerals-local-plan-review-2025-2040">https://www.essex.gov.uk/replacement-essex-minerals-local-plan-review-2025-2040</a>	
2023/255	<b>Village Hall Event – Children's Pre-Christmas Show</b> To agree to the expenditure of £325 to book a children's show at the Village Hall via Applause, on Sunday 24 November 2024. The Village Hall Committee to organise the event along with support from Applause.	App 14
2023/256	<b>Notification of Expenditure</b> Asbestos removal – Butt Field Allotments: Chess Environmental.	
2023/257	<b>Planning Applications</b> To agree the Parish Council's response to the following applications: <ul style="list-style-type: none"> <li>• <b>24/00291/HH   34 Gurton Road Coggeshall</b> Two storey side extension and conversion of garage to habitable accommodation. <a href="#">24/00291/HH   Two storey side extension and conversion of garage to habitable accommodation   34 Gurton Road Coggeshall Essex CO6 1QA (braintree.gov.uk)</a></li> <li>• <b>24/00289/FUL   North West Of Maltbeggars Farm, Tey Road Coggeshall</b> Change of use of agricultural land to a Dog Agility field. Land <a href="#">24/00289/FUL   Change of use of agricultural land to a Dog Agility field.   Land North West Of Maltbeggars Farm Tey Road Coggeshall Essex (braintree.gov.uk)</a></li> <li>• <b>24/00429/HH   51 Kelvedon Road Coggeshall</b> Part single storey part two storey side and rear extension: <a href="#">24/00429/HH   Part single storey part two storey side and rear extension   51 Kelvedon Road Coggeshall Essex CO6 1RQ (braintree.gov.uk)</a></li> <li>• <b>24/00445/HH   24 Old Road Coggeshall</b> Erection of single storey annexe:</li> </ul>	<b>Deadline</b>  19 March   20 March   26 March   4 April

	<p><a href="#">24/00445/HH   Erection of single storey annexe.   24 Old Road Coggeshall Essex CO6 1RS (braintree.gov.uk)</a></p> <ul style="list-style-type: none"> <li> <p><b>24/00517/LBC   37 West Street Coggeshall</b> Lift and relay slate roof on rear lean-to. Replace 4x timber frame windows. Re-render west elevation: <a href="#">24/00517/LBC   Lift and relay slate roof on rear lean-to. Replace 4x timber frame windows. Re-render west elevation   37 West Street Coggeshall Essex CO6 1NS (braintree.gov.uk)</a></p> </li> <li> <p><b>24/00444/TPOCON   65 East Street Coggeshall</b> Notice of intent to carry out works to trees in a Conservation Area: G1 - Macrocarpa Trees X 3 - reduce to 2 - 3 metre pollard G2 - Macrocarpa Tree line - hedge line - cutting back overhanging branches <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></p> </li> <li> <p><b>24/00539/TPOCON   68 East Street Coggeshall</b> Removal of Hamamelis virginiana (witch hazel) tree (T1), including removal of root structure. A replacement sapling of the same species will be planted within 3m (West) of the current position: <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></p> </li> </ul>	<p>4 April</p> <p>27 March</p> <p>8 April</p>
<b>2023/258</b>	<p><b>Date of the Next Meeting</b> The next Parish Council meeting is scheduled for Monday 15 April 2024.</p>	
<b>2023/259</b>	<p><b>Exclusion of the Public and Press</b> To resolve to exclude the public and press under items 2023/260 and 2023/261, to enable the Parish Council to consider items which include personal information.</p>	
<b>2023/260</b>	<p><b>Staffing</b> To agree expenditure.</p>	App 15
<b>2023/261</b>	<p><b>Councillor Emails</b> To decide how to progress with setting up the Councillor emails.</p>	