



# COGGESHALL PARISH COUNCIL

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

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## MINUTES

of the meeting held

**MONDAY 15 APRIL 2024**

at 7.30pm

**at Coggeshall Village Hall, Keys Room**

**Present:** Cllr Hagger (Chair), Cllr Alston, Cllr Barry, Cllr Brindley, Cllr Bugg,  
Cllr Claydon, Cllr Heaton, Cllr Plumb, Cllr Ross, Cllr Wilson

Philippa Potter – Parish Clerk, Steve Marriott - Responsible Financial Officer  
2 members of the public

2023/262	<b>Apologies for Absence</b> Apologies were received and accepted from Cllr Badger, Cllr Dawson and Cllr Walsh.	
2023/263	<b>Declarations Of Interests</b> None	
2023/264	<b>Minutes of Previous Meeting</b> It was Proposed Cllr Claydon, Seconded Cllr Alston and unanimously Resolved to approve the minutes of the meeting held on 18 March 2024.	App 1
2023/265	<b>Public Forum</b> A member of the public queried whether the Parish Council had received a grant towards public gardens. It was confirmed that a grant had been received and would be directed towards improvements in the Brian Tebbutt and Millennium Gardens. A further question was around what investigations were taking place to look at the high water bill at the Hamlet allotments. The Clerk advised that a plumber would be engaged to visit to find out whether there is a leak. The Council were also asked about the advertisements in the Parish Magazine, and it was advised that the publishers have control over these, not the Parish Council.	
2023/266	<b>County and District Councillors' Reports</b> No Councillors were present at this meeting.	
2023/267	<b>Clerk's Report</b> The Clerk's Report was received.	App 2
2023/268	<b>Finance</b> i) Bank reconciliations and balances as at 31 March 2024 were received. ii) It was Proposed Cllr Hagger, Seconded Cllr Plumb and unanimously Resolved to pay the Accounts Payable. iii) The income and expenditure year to date for the current financial year ending 31 March 2024 was received.	Apps 3(i) 3(ii) 3(iii)
2023/269	<b>Coggeshall Carnival</b> As the full information for the grant application had not been received	Apps 4(i) – 4(iii)

	at the time of the meeting, this item was postponed until such time as it had been received.																
<b>2023/270</b>	<p><b>Notification of Expenditure</b> Details of the following expenditure was received and approved:</p> <table border="1"> <thead> <tr> <th>Company</th> <th>Reason</th> <th>Cost (Ex VAT)</th> </tr> </thead> <tbody> <tr> <td>Safety Signs 4 Less</td> <td>Playground signs</td> <td>£66.54</td> </tr> <tr> <td>Safety Signs 4 Less</td> <td>H&amp;S Signs</td> <td>£170.81</td> </tr> <tr> <td>Personalise</td> <td>PPE/Workwear</td> <td>£135.72</td> </tr> <tr> <td>Chess Environmental</td> <td>Asbestos removal</td> <td>£280.00</td> </tr> </tbody> </table>	Company	Reason	Cost (Ex VAT)	Safety Signs 4 Less	Playground signs	£66.54	Safety Signs 4 Less	H&S Signs	£170.81	Personalise	PPE/Workwear	£135.72	Chess Environmental	Asbestos removal	£280.00	
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<b>2023/271</b>	<p><b>Annual Parish Assembly</b> The Clerk reported that the arrangements were under way to invite community groups to the event, and the art competitions had been launched.</p>																
<b>2023/272</b>	<p><b>Date of the Next Meeting</b> The next Parish Council meeting is scheduled for Monday 20 May 2024.</p>																
<b>2023/273</b>	<p><b>Exclusion of the Public and Press</b> It was Proposed Cllr Hagger, Seconded Cllr Claydon and unanimously Resolved to exclude the public and press under item 2023/274 and 2023/261, to enable the Parish Council to consider items which include personal information.</p>																
<b>2023/274</b>	<p><b>Land Issues</b> A report was received on various land issues, and Council agreed a preferred way forward for each, with instructions to the Clerk on how to proceed.</p>																

Signed .....  
Chair

Date .....