

# Kelvedon Parish Council

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**102 HIGH STREET, KELVEDON, ESSEX, CO5 9AA**  
(Opening hours: Mondays 9.30 am – 12.30 pm and see Council Notice board)

Tel: 01376 570285  
www.kelvedon.org.uk  
email: info@kelvedon.org.uk

CLERK  
Mrs J I Hinds

31 February 2007

Dear Sir/Madam,

Notice is hereby given that the next Ordinary Meeting of Kelvedon Parish Council will be held at the Council Chamber on Tuesday 6 February 2007 at 7.45 pm.

The Public and Press are welcome to attend.

Yours faithfully,

J I Hinds (Clerk)

## **AGENDA:**

1. Apologies for absence.
2. To approve Minutes of Ordinary Meeting (previously circulated) 9 January 2007.
3. Circulation of Correspondence Files + items from EALC (item 15)
4. Declarations of Interest
5. Public Questions. A brief written outline to be submitted via the Clerk before the Meeting.
6. Statutory Matters and Administration:
  - a. Parish Website and logo competition.
  - b. Annual Parish Assembly. Thursday 26 April – arrangements to date.
  - c. Blackwater Cluster Group. Wednesday 28 February 7.30pm.
  - d. Chelmsford Cathedral – Service for Local government – Friday 27 April 7.30pm
7. Kelvedon House:
  - a. Car Park Steering Group - report of meeting with Mark Jones & matters arising.
  - b. Car Park – any other matters incl. £10000 grant from ECC CIF
8. Major Projects:
  - a. A120 'Preferred Route'
  - b. Rivenhall Airfield.
9. Financial Matters:
  - a. To note date of next Committee meeting – Thursday 8 February
  - b. Any other matters to refer to Finance Committee
10. Recreational Matters:
  - a. Meeting with Kelvedon Festival Committee and Labour Club re Events on PF
  - b. Various works on Field – to report
  - c. Youth Forum. To note minutes of meeting 22 January
  - i) Matters arising incl. arrangements for meetings with Play Equipment Companies

11. Environmental Matters:

- a. To note date of next meeting Tuesday, 20 February.
- b. Brockwell Meadows :
  - i) Grant application.
  - ii) Accident on path – action to date
- c. Quotation for tree work at Doucecroft Open Space

12. Reports:

- a. Tripartite Group incl. ad hoc funding committee
- b. Kelvedon Community Association
- c. Kelvedon in Bloom
- d. Kelvedon Institute
- e. Packhorse Bridge – meeting Monday 5 February

14. Highways and Road Safety Matters

- a. Proposed VAS at London Road
- b. Witham Area Traffic Management meeting 6 February - report
- c. Community Speed Watch

15. EALC and RCCE:

- a. Correspondence - see separate file on table
- b. Cllr. Dossett – Training Day

16. Community Safety and Health:

- a. Police Matters:
  - i) Witham Multi-tasking meeting – February meeting and proposed new arrangements
  - ii) Kelvedon Police Surgery
  - iii) Community Warden - report
- b. Health Matters:
  - i) Surgery telephone number – additional information (Cllr.Dossett)
- c. Housing Inspections – Report re 10 January – to note February inspection
- d. Emergency Planning. Report of Meeting 31 January.

17. Christmas Lights – date for meeting.

18. Unsung Heroes – proposal from January Meeting

19. Planning Matters:

- a. Planning Sub-committee:
  - i) Report – comments submitted
  - ii) Dates for future meetings
- b. Correspondence
- c. Planning Applications received

20. Correspondence

21. Payments

22. Future Meetings:

- a. Next Ordinary Meeting – 6 March 2007
- b. Any Other Meetings
  - i) Finance – February 8
  - ii) Environment – 20 February
  - iii) Recreation – to be arranged March