

Kelvedon Parish Council

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

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CLERK
Mrs J I Hinds

27 March 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 3 April 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) 6 March 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 – Logo Competition and Website publicity.
 - b. Annual Parish Assembly. Thursday 26 April – arrangements to date.
 - c. Local Government Elections – Thursday 3 May 2007
 - d. BDC consultation – Street Trading Policy
 - e. BDC Street Naming procedures
7. Kelvedon House:
 - a. Car Park and wall
 - b. Car Park – Project Management
 - c. Car Park – any other matters
8. Financial Matters:
 - a. Audit matters
 - b. To note date of next meeting – Monday 16 April
 - c. Any other Financial matters
9. Recreational Matters:
 - a. To receive minutes of meeting – Monday 26 March
 - b. Matters Arising
 - c. Youth Forum. Minutes of meeting Monday 19 March

10. Environmental Matters:
 - a. To note date of next meeting – 22 May
 - b. Environmental Audit Report
 - c. Brockwell Meadows :
11. Reports:
 - a. Tripartite Group incl. ad hoc funding committee
 - b. Kelvedon Community Association
 - c. Kelvedon in Bloom
 - d. Kelvedon Institute
12. Highways and Road Safety Matters
 - a. To report meeting re closure of B1023
 - b. Community Speed Watch
 - c. Any other matters
13. EALC and RCCE:
 - a. Correspondence - see separate file on table
 - b. Any matters raised by Members from “Local Government Review” magazine
14. Community Safety and Health:
 - a. Police Matters:
 - i) Witham Multi-tasking meeting – March report, April attendance
 - ii) Kelvedon – Mobile Police Office – new dates
 - iii) Police meetings during March/April
 - iv) Community Warden - report
 - b. Health Matters:
 - i) Surgery telephone number – Mid Essex Primary Care Trust
 - c. Housing Inspections – next inspection 16 May
 - d. Emergency Planning. Next Meeting
15. Christmas Lights – date for meeting.
16. Unsung Heroes – proposal from January Meeting
17. Planning Matters:
 - a. Planning Sub-committee – to report comments submitted
 - b. Correspondence
 - c. Planning Applications received
18. Correspondence
19. Payments
20. Future Meetings:
 - a. Annual General Meeting – 8 May 2007
 - b. Any Other Meetings
 - i) Finance – Monday 16 April
 - ii) Environment – Tuesday 22 May
 - iii) Recreation - June