

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

25 June 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 July 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. Declarations of Interest
3. To approve Minutes of Ordinary Meeting (previously circulated) 5 June 2007.
4. Appointments – any outstanding (see list previously circulated)
5. Circulation of Correspondence Files + items from EALC
6. Public Questions. A brief written outline to be submitted via the Clerk before the Meeting.
7. Administration & Statutory Matters
 - a. Police Report
 - b. Revised Model Code of Conduct and Standing Orders. Report on Training Days
 - c. Kelvedon Festival – rota for PC stall.
 - d. Co-option – to arrange meeting with candidates.
 - e. No-Smoking legislation – bus shelters and other areas
8. Kelvedon House
 - a. To report response from Mark Jones
 - b. To consider quotations for wall at Club car park
 - c. To report meeting with preferred Contractor
9. Financial Matters:
 - a. Date of July meeting
 - b. Any other financial matters
10. Recreational Matters:
 - a. To receive minutes of June meeting
 - b. Matters arising
 - c. Youth matters, incl. Youth Forum 27 June.

11. Environmental Matters:
 - a. To note date of next meeting – Monday 6 August
 - b. Brockwell Meadows i) mowing – complaints re timing; ii) to report re hornets
 - c. Any other environmental matters.
12. Reports:
 - a. Tripartite Group – meeting Tuesday, 26 June.
 - b. Kelvedon Community Association
 - c. Kelvedon in Bloom
 - d. Kelvedon Institute
13. Highways and Road Safety Matters
 - a. Residents' parking scheme
 - b. Tiptree B1023 – report of survey
 - c. Traffic Management Liaison Panels – Constitution
 - d. Transport Information Day – Cllr Dixon
 - e. Any other matters
14. EALC and RCCE:
 - a. Correspondence – see separate file on table
 - b. RCCE – AGM – Wednesday, 11 July
15. Community Safety and Health:
 - a. Police Matters:
 - i) Witham Multi-tasking meeting – to arrange attendance at July meeting
 - ii) NAPS meeting – Saturday 16 June. Report
 - iii) Community Warden – report.
 - b. Health Matters
 - c. Housing i) Inspection 27 June; ii) Tenants' Forum.
16. Future Meetings/Activities:
 - a. Christmas Lights – 18 July.
 - b. Emergency Planning – date for meeting and to report membership
17. Planning Matters:
 - a. Planning Sub-committee – to report comments submitted
 - b. Planning Applications received
18. Correspondence
19. Payments
20. Future Meetings:
 - a. Ordinary Meeting – Tuesday 4 September 2007
 - b. Any Other Meetings
 - i) Finance – July to be arranged
 - ii) Environment – Monday 6 August
 - iii) Recreation – September to be arranged