

**MINUTES OF EXTRAORDINARY MEETING OF KELVEDON PARISH COUNCIL
TUESDAY 25 SEPTEMBER 2007 AT 8.30PM AT COUNCIL CHAMBER**

PRESENT: Cllr Mrs Hill in the Chair, Cllrs Mrs J.Anderson, Q.Colborn, T.Dixon, N.Ezra, J.Hackworth and G.Raison. Clerk in attendance.

174/2007 APOLOGIES FOR ABSENCE:

Cllrs Mrs Coates, Dossett, Martin and Siggers

175/2007 DECLARATIONS OF INTEREST:

Cllrs.Dixon, Mrs Hill and Raison declared a personal interest as members of Kelvedon Community Association.

Cllr.Raison stated that he would declare a prejudicial interest should any decision to be taken relating to the car park benefit the KCA's proposed Community Centre building.

176/2007 STEERING GROUP REPORT & MATTERS ARISING:

a. To report actions/recommendations:

A report of the Group's activities since the Council's July Meeting had been tabled at the September Meeting. Cllr.Hackworth gave a additional resume of the issues relating to the car park since the inception of the Steering Group twelve months previously.

The Council had taken over KCA's plans for the car park for which tenders had been received from four contractors. Examination of the costs and specifications had shown

- a. that the sub-strate appeared over specified
- b. that there were potential problems at the boundary with the rear gardens in St.Mary's Road and
- c. that although there had been an intention by KCA to included other services some had not been costed and there was the possibility of alternative provision for surface water.

These questions had resulted in a meeting with the preferred contractors who had made various suggestions including a reduction in the specification for the sub-strate with resultant cost savings. In addition they saw no problems with the installation of a "self-draining" car park surface which led the Steering Group to consideration of a block surface with tarmac entrance or an all block surface (removing the need for any form of surface water drainage or soak away).

The question of provision for any future building had been raised and it had been stated by Hansons and confirmed by Jacksons that a correctly designed block system would cope with all of the site's surface water drainage including any new building.

Following the July Council Meeting the Group had compiled a list of requirements for inclusion in revised detailed drawings, this had been taken to the Finance Committee and approved for submission to Richard Jackson plc.

A reply had been received from Paul Budd, who had taken over the project - Mark Jones having left the company.

Members noted that Mr.Budd would undertake revised design, liaison with the preferred contractors, supervision during the build and final inspection/signing off – all for the sum of £4895.00 plus VAT.

Proposed Cllr.Dixon and unanimously agreed that the Council appoint Mr.Budd and that the contract be signed.

The following points were raised by Members:

- a. Concerns regarding relative maintenance costs between tarmac, self-draining via a "joint" system and self-draining via permeable pavers. To be raised with Mr.Budd.
- b. Concerns regarding legal aspects of use of the Club's foul water drainage system and also doubts as to its capacity. To be raised with Mr.Budd.

- c. Absolute objection from Cllr.Raison to any proposal to alter the design of the entrance from two pavements to a sole footway on Conservative Club side (grounds – pedestrian safety and requirements of ECC Highways. Benefits – wider footway would avoid FWS, provide better access for prams and wheelchairs whilst soft boundary treatment on RHSide would facilitate the installation of services into any future building) To be further discussed with Mr.Budd.
- d. Technical objections from Cllr.Raison to proposals from Mr.Budd that Council has its own electricity and telephone services installed to serve CCTV, ticket machine and lights. To be revisited with Mr.Budd.
- e. Cllr.Raison raised concerns regarding liability should a paved surface develop premature faults at a future date – fellow Members pointed out that these should be covered by various professional indemnities (RJplc, contractors etc)

Cllr.Hackworth asked Members to consider whether the Council wished to apply for a further extension to its borrowing permission or to take up the £100,000.00 outstanding before the October deadline.

Proposed Cllr.Dixon and unanimously agreed that the Council take up the balance outstanding of £100,000.00 with recommendation that this be on the same basis as previously – ie PWLB for 30.5 years.

b. Wall at Club car park:

The Clerk reported that MJB would begin work on demolition of wall (weather permitting) the following day and that the Council's application to BDC to extend its grant deadline had been successful.

c. Tripartite matters:

Cllr.dixon reported that a meeting had been held on Thursday 20 September between KCA Executive and members of the Institute Hall Management Committee (Parish Councillors had been invited to attend). Three options had been considered in order to give instructions to Chelmsford BC Architects Department, engaged by KCA to design its proposed building. These were a building designed –

- i. to stand alone to the rear of the Institute
- ii. with the possibility of being joined to the Institute at some future date
- iii. as integral extension complimentary to the Institute.

Noted that Option ii had been chosen – arising Members raised queries regarding future management.

d. KCA Correspondence:

- i. **Future Lease:** Cllrs.Martin and Colborn had exchanged ideas and work was continuing.
- ii **Sign Board:** Clerk was making enquiries. Cllr.Raison would make arrangements to collect the board when it had been taken down.

Councillors considered various dates for future meetings and in the absence of any further business the Meeting closed at 10.00pm