

# 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)

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CLERK  
Mrs J I Hinds

31 December 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 8 January 2008 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 4 December 2007.
4. Circulation of Correspondence Files + items from EALC
5. Public Questions. A brief written outline to be submitted via the Clerk before the Meeting.
6. Reports/Discussions:
  - a. Police and/or Community Warden
  - b. PC Webmaster
7. Administration & Statutory Matters
  - a. Marler Almshouses – replacement nominated Trustee.
  - b. Various BDC/ECC Groups – to consider attendance/representation
8. Kelvedon House:
  - a. Car park – i) report & recommendations from Steering Group; ii) any other matters.
  - b. Wall – update
  - c. KCA: i) Big Lottery Fund; ii) Lease.
9. Financial Matters:
  - a. Report from Finance meeting – 2 January
  - b. To approve draft Precept 2008/09
  - c. Any other financial matters
10. Recreational Matters:
  - a. To note date of next meeting – Wednesday, 16 January
  - b. Youth Forum – next meeting: 20 February
  - c. Any other recreational matters

11. Environmental Matters:
  - a. To note date of next meeting – Tuesday, 12 February
  - b. Flood risk – house insurance
  - c. Brockwell Group – Spring Youth Festival – Meeting 23 January
  - d. Any other Environment matters
12. Reports:
  - a. Tripartite Group
  - b. Kelvedon Community Association
  - c. Kelvedon in Bloom
  - d. Kelvedon Institute
  - e. Christmas Lights
13. Highways and Road Safety Matters
  - a. Residents' Parking – Cllr Foster – Draft questionnaire – copies circulated (may be taken under item 6)
  - b. Junctions: i) High St/Station Rd; ii) Heron Rd/Swan St.
  - c. Footpath meeting – change of date to 21 February
14. EALC and RCCE:
  - a. Correspondence – see separate file on table
15. Community Safety and Health:
  - a. Police Matters:
    - i) Witham Multi-tasking meeting – i) Report of December meeting; ii) to arrange attendance at January meeting (Wednesday 9)
    - ii) Any Other Police Matters
  - b. Health Matters – NE Essex PCT 5 yr plan. Comments from Reading Group.
  - c. Housing Inspection – 2.30 pm, 30 January – New Road
16. Meetings:
  - a. Emergency Planning – visit to Coggeshall
  - b. Blackwater Cluster Group. Wednesday, 20 February – Kelvedon Institute
17. Planning Matters:
  - a. Planning Sub-committee – to report comments submitted
  - b. Planning Applications received
  - c. To note dates of 2008 meetings
18. Correspondence
19. Payments
20. Future Meetings:
  - a. Ordinary Meeting – Tuesday 5 February 2008
  - b. Any Other Meetings:
 

Recreation	Wednesday, 16 January, 8.00 pm
Brockwell Group	Wednesday, 23 January re Youth Festival
Environment	Tuesday, 12 February, 8.00 pm
Cluster Group	Wednesday, 20 February – The Institute. Refreshments from 7.15 pm, meeting 7.45 pm
Youth Forum	Wednesday, 20 February, 7.00 pm
Footpath Sub-Committee	Thursday, 21 February