

# Kelvedon Parish Council

The Old Fire Station, 102 High Street, Kelvedon, Essex CO5 9AA

30 October 2008

Dear Councillor

Members of the Council are summoned to attend the meeting of the Council at 7.45 pm on Tuesday 4 November 2008 in the Council Chamber, to transact the business shown in the agenda.

The public and press are welcome to be present.



Louise R Fuller  
Clerk

## A G E N D A

- 1 Apologies for Absence**  
To receive any apologies for absence.
- 2 Confirmation of Minutes**  
To confirm the minutes of the meeting held on 7 October 2008.
- 3 Declarations of Interest**  
Councillors to declare any personal and/or prejudicial interest in any items on the agenda.
- 4 Public Questions**  
To receive any questions from members of the public; a brief written outline to have been submitted to the Clerk before the meeting.
- 5 Matters for Report**  
To report any further significant information on matters which have been previously discussed, in addition to those which may already be included on the agenda.
  - 5.1 Councillor resignation**  
No by-election has been demanded so the vacancy will now be advertised.
- 6 Reports from Committees**  
To receive reports from committees.
  - 6.1 Planning**  
Report of meeting held on 15 September 2008; minutes have been circulated.
  - 6.2 Recreation**  
Report of meeting held on 21 October 2008; minutes have been circulated.
  - 6.3 Finance**  
Report of meeting held on 14 October 2008; minutes have been circulated.
  - 6.4 Environment**  
At the time of writing the meeting to be held on 30 October 2008 has not yet been held.  
Minutes of the meeting of the Footpath Sub-Committee held on 23 October

- 2008 are not yet available.
- 7 Police Report**  
To receive a report from PC John Hallworth
- 8 To receive reports from representatives on outside organisations**
- 8.1** Tripartite Group
  - 8.2** Kelvedon Community Association
  - 8.3** Kelvedon in Bloom
  - 8.4** Brockwell Group
  - 8.5** RCCE
  - 8.6** Witham Local Area Committee
  - 8.7** Any other outside bodies
  - 8.8** John Marler Charity and David Chaplin Trust – the council’s representatives, Mrs A Neilson and Mr S Gibbs, have reached the end of their four-year term of office. They have indicated their willingness to continue and the council is asked if it wishes to re-appoint them.
- 9 Correspondence and items from EALC**  
For information: various items of correspondence and the mailing from EALC will be available for circulation.
- 10 Highways and Road Safety matters**  
To receive any reports on highways and road safety matters.
- 11 Community Safety and Health**
- 11.1** Report from the Community Warden
  - 11.2** Any other reports on community safety and health
- 12 New Car Park**
- 12.1** Cllr Hackworth will report on any outstanding matters.
  - 12.2 Clamping firm**  
Discussions have taken place with the clamping firm which is willing to operate in the car park. About ten signs spread around the car park and access road will be required to warn errant motorists that they are at risk of clamping if they do not display a valid ticket. The council is asked to confirm that it wishes to proceed.
- 13 Future events**  
A list will be available at the meeting; councillors may be asked to agree attendances or other action.
- 14 Accounts for payment**
- 14.1** To note the payments already made.
  - 14.2** To agree the accounts for payment.  
A list will be available at the meeting.
- 15 Exclusion of Press and Public**  
The council is asked to resolve to exclude the press and public from the remainder of the meeting under the Public Bodies (Admission to Meetings) Act 1960 as the following item contains confidential information related to the council’s property affairs.
- 16 New car park**  
See attached confidential report on blue paper.