

KELVEDON PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON TUESDAY 2 DECEMBER 2008 AT 7.45 PM
IN THE COUNCIL CHAMBER

PRESENT: Cllr C Martin in the Chair
Cllrs Q Colborn T Dixon G Dossett N Ezra
J Hackworth Mrs L Hill H Siggers
Clerk Ms L R Fuller Clerk's Asst Mrs A Carruthers

One member of the public.

141/2008-09 APOLOGIES FOR ABSENCE

Cllrs Mrs J Anderson and Mrs J Coates

142/2008-09 MINUTES OF ORDINARY MEETING OF THE COUNCIL HELD ON 4 NOVEMBER 2008

Prop. Cllr Ezra, sec Cllr Dixon and signed as a correct record of the meeting.

143/2008-09 DECLARATIONS OF INTEREST

The Chairman reminded Members that declarations must be made at the beginning of the meeting or as soon as an interest in an item became apparent. Cllr Siggers declared a personal and prejudicial interest in agenda item 6.42 (Allotments) as he rented part of the site from the council.

144/2008-09 PUBLIC QUESTIONS

None

145/2008-09 MATTERS FOR REPORT

145.1 Councillor Co-option

The closing date for applications had now passed, with five applications having been received. Cllrs Mrs Hill, Colborn and Dixon would meet with candidates on Tuesday 13 January 2009 and report to the February meeting.

145.2 Packhorse Bridge Society

Cllr Mrs Hill reported that the Society had been awarded a grant of £17,000 from Essex County Council's Community Initiatives Fund.

146/2008-09 REPORTS FROM COMMITTEES

146.1 Planning

The report of the meeting held on 10 November 2008 was noted and the report of the meeting held on 24 November 2008 was circulated to members.

146.2 Recreation

No further meeting.

146.3 Finance

No further meeting. Next meeting is on 9 December 2008 at 6.00 p.m.

147.4 Environment

147.4.1 The report of the meeting held on 30 October was noted, minutes having been circulated.

147.4.2 Allotments

Cllr Siggers withdrew from the meeting. Following correspondence with Strutt and Parker, a rent for the allotment field for the forthcoming year of £925 per annum had been proposed. In line with this increase, it was proposed that rents for allotment tenants were raised to £8.80 per allotment + £4.20 charge for water and other works, making a total rental of £13.00 per plot per annum. Prop. Cllr Martin, sec Cllr Mrs Hill and unanimously agreed. It was noted that the committee was planning to carry out works at the site in 2009/10.

Cllr Siggers rejoined the meeting.

147.4.3 Footpath Sub-committee

Report of the meeting of the 23 October 2008 was noted, minutes having been circulated.

Kelvedon – Coggeshall Footpath Walk Leaflet: The Footpath Sub-Committee was proposing to publish this booklet, at a cost of £235/250 or £425/500 colour copies. Essex County Council P3 had indicated that it would cover 50% of the costs and a cheque for £75.00 had been received from Coggeshall Parish Council towards printing costs. Members agreed to have 500 copies printed.

148/2008-09 POLICE REPORT

None

149/2008-09 REPORTS FROM REPRESENTATIVES ON OUTSIDE ORGANISATIONS

149.1 Tripartite Group

No report.

149.2 Kelvedon Community Association

Cllrs Dixon and Hackworth had attended the recent meeting in Colchester held to discuss the way forward for the Association. Mr G Raison had resigned as Chairman and Mr S Gibbs had been elected Chairman in his place. Members agreed that the clerk should write to Mr Gibbs inviting the Association to present its future plans, with particular reference to the council's land to the rear of the Institute, for discussion by the council at its April 2009 meeting.

149.3 Kelvedon in Bloom

Cllr Mrs Hill reported that the group had applied for a £5,000 grant for a 4.6" planter to surround the lamp post in the car park, plus a bowser and other items. Anglia in Bloom had offered to supply 3000 bulbs at a cost of £30 to be used for planters and for other areas in the village.

149.4 Brockwell Group

Cllr Ezra reported that the group had applied for a grant to finish the willow dome.

149.5 RCCE

No report

149.6 Witham Area Local Committee

No report

149.7 Youth Forum

Cllr Dixon reported that the offer of a grant from Greenfields Housing Association for £45,000 towards play equipment in the Glebe Road/Thorne Road play area had been withdrawn due to adverse comments from local residents. The Forum was continuing with plans for new equipment and would hold a public display in the Institute when the drawings had been received.

149.8 JAG

Cllr Dixon had attended the recent meeting and would attend the next meeting.

149.9 Kelvedon Institute

Mr G Raison had been one of two council representatives on the Institute committee. Cllr Dixon remained as a representative and the clerk would ascertain whether two council representatives were required by the constitution of the Institute.

149.10 Christmas Lights

A good turnout of volunteers at the weekend had enabled most of the lights to be erected. Cllr Ezra and PAMW to complete installation within the next week. Members thanked the Scouts for their hard work.

150/2008-09 CORRESPONDENCE & ITEMS FROM EALC

The correspondence was noted; no mailing had been received from EALC.

151/2008-09 HIGHWAYS & ROAD SAFETY MATTERS

Noted that roadworks had commenced on the A12.

152/2008-09 COMMUNITY SAFETY & HEALTH

152.1 Community Warden Report

None received.

152.2 Any other Reports

None received.

153/2008-09 NEW CAR PARK

135.1 Cllr Hackworth reported that new photo cells had been installed on the lighting and that some minor matters were still outstanding.
It was agreed that the car park should be advertised within the village.
A meeting to review the whole project was desirable and could be arranged in the new year.

154/2008-09 FREEDOM OF INFORMATION ACT PUBLICATION SCHEME

The council agreed to adopt the generic model Publication Scheme and the Information Guide specific to the council; both are attached to the minutes as an appendix. They would be published on the website.

155/2008-09 CODE OF CONDUCT

The council noted the consultation on changes to the councillors' Code of Conduct and the introduction of an employees' Code of Conduct, but had no comment to make.

156/2008-09 BRAINTREE DISTRICT COUNCIL TASK & FINISH GROUP – BUS & RAIL SERVICES IN THE DISTRICT

The council noted the questions posed by this group; any members' comments should be forwarded to the clerk by the end of the week.

157/2008-09 BRAINTREE DISTRICT COUNCIL ONE DISTRICT – ONE VISION

The draft strategy produced by the district council would be discussed at the next meeting of the planning committee.

158/2008-09 TWO VILLAGES VOLUNTARY ASSOCIATION – CHRISTMAS VOUCHERS FOR OLDER CITIZENS

Members agreed to support the scheme as in previous years, with a grant of £676.00 from the parish council.

159/2008-09 FUTURE EVENTS

None notified.

160/2008-09 PAYMENTS

It was proposed by Cllr Mrs Hill, seconded by Cllr Hackworth, and agreed that the accounts for payment be passed as follows.

To agree the following accounts for payment

Cheque no.	Payee	Purpose	£
104891	Bulmer Brick & Tile Co Ltd	Grant to Packhorse Bridge Society	587.50
104892	T Dixon	Expenses	28.80
104893	WF Electrical	Christmas light bulbs	249.39
104894	Staples	Stationery	3.99
104895	Kempco	Stationery	68.70
104896	J Cole	Brockwell Youth Festival	25.27

104897	MJB Construction Services Ltd	Security fencing, Kelvedon House	207.98
104898	J L Knight Roadworks Ltd	Car park yellow lines	387.75
104899	BT	Office telephone	123.51
104900	AP Lamp Distributors Ltd	Christmas light bulbs	422.89
104901	L R Fuller	Reimburse – heaters	59.98
104902	Petty cash	Reimburse imprest	126.13
104903	SLCC	Subscription to SLCC & ILCM	197.00
104904	PWLB	Loans repayment & interest	7,811.22
104905	N Ezra	Office caretaking	32.50
104906 to 104913	Staff	Salaries and wages	3206.88
TOTAL			£13,539.49

161/2008-09 EXCLUSION OF PRESS AND PUBLIC

The council was 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 items contained confidential information related to the council's property affairs.

162/2008-09 KELVEDON HOUSE

Discussion took place on the letter from the Chief Executive of Autism Anglia to the Chairman. It was agreed that the Chief Executive would be invited to meet the Chairman at 102 High Street, with the clerk also in attendance, to resolve the misunderstandings that had arisen concerning the building of a wall on the boundary between the garden of Kelvedon House and the car park. The clerk would also attempt to confirm ownership of the boundary.

Signed:

Date: