

KELVEDON PARISH COUNCIL

**MINUTES OF THE COUNCIL MEETING HELD ON TUESDAY 6 JANUARY 2009 AT 7.45 PM IN
THE COUNCIL CHAMBER**

PRESENT: Cllr C Martin in the Chair
Cllrs Mrs J Coates 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

Also present: PC John Hallworth

163/2008-09 APOLOGIES FOR ABSENCE

Cllr Mrs J Anderson

**164/2008-09 MINUTES OF ORDINARY MEETING OF THE COUNCIL HELD ON
2 DECEMBER 2008**

Prop. Cllr Dossett, sec Cllr Colborn and signed as a correct record of the meeting, having noted that in future Youth Forum matters would be discussed under Recreation.

165/2008-09 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.

166/2008-09 PUBLIC QUESTIONS

None

167/2008-09 MATTERS FOR REPORT

Members noted that the Christmas Lights had been successfully erected and taken down, with thanks to all councillors and volunteers involved.

168/2008-09 REPORTS FROM COMMITTEES

168.1 Planning

The report of the meeting held on 8 December 2008 was noted, minutes having been circulated.

168.2 Recreation

The next meeting was scheduled for 7.15 pm on Tuesday 20 January 2009.

168.2.1 Youth Forum

Cllr Dixon reported that he was holding £100 on behalf of the Youth Forum; it was agreed that he would hold a nominal sum as a float for Youth Forum expenses and that the Clerk would hold any other monies on behalf of the Youth Forum. Cllr Dixon also reported that the Youth Forum was applying for various grants for play equipment at the Thorne Road play area. It was agreed that the £200 award received from Essex Playing Fields Association would be used for play equipment.

168.3 Finance

168.3.1 Committee Membership

It was agreed that Cllr Dixon would fill the vacancy left by the resignation of Cllr Raison.

168.3.2 The report of the meeting held on 9 December 2008 was noted, the minutes having been circulated. The next meeting was scheduled for 6.00 pm on Tuesday 17 March 2009.

168.4 Environment

168.4.1 Trees

The Council noted the report and agreed the recommendations in respect of the land to the rear of the Institute, Doucecroft Open Space, and Brockwell Meadows. A date needed to be agreed for the litter picking on the land at the rear of the Institute.

168.4.2 The next meeting was scheduled for 7.00 p.m. on Monday 16 February 2009.

169/2008-09 POLICE REPORT

PC John Hallworth presented his report on incidents during the month of December.

170/2008-09 REPORTS FROM REPRESENTATIVES ON OUTSIDE ORGANISATIONS

170.1 Tripartite Group

No report

170.2 Kelvedon Community Association

An open meeting was to be held in Kelvedon on 29 January 2009.

170.3 Kelvedon in Bloom

Cllr Mrs Hill reported that the group had been awarded a £5,000 Grassroots Grant spread over three years for a 4'6" planter to surround the lamp post in the car park, plus a bowser and other items.

170.4 Brockwell Group

Cllr Ezra reported that there would be a meeting with BTCV to arrange maintenance of the willow dome.

170.5 RCCE

No report

170.6 Witham Area Local Committee

No report

170.7 Witham Multi Tasking Group

Cllr Dixon would attend the February meeting.

170.8 Kelvedon Institute

Following the resignation of Cllr Raison who had been one of two parish council representatives on the Institute committee, Cllr Ezra volunteered to take his place, subject to being able to continue to carry out some work for the Institute.

170.9 Packhorse Bridge Society

Following the resignation of Cllr Raison who had been one of two parish council representatives on the committee, it was agreed to postpone an appointment until the next meeting of the parish council.

171/2008-09 CORRESPONDENCE & ITEMS FROM EALC

The correspondence and items from EALC were noted.

172/2008-09 HIGHWAYS & ROAD SAFETY MATTERS

Cllr Dixon reported again that there was an ongoing dispute about ownership of the slip road under the A12 between the Highways Agency and Braintree District Council, leading to an accumulation of debris and no road sweeping.

173/2008-09 COMMUNITY SAFETY & HEALTH

173.1 Community Warden Report

None received.

173.2 Any other Reports

None received.

173.3 084 Tel Nos.

Cllr Dossett drew members' attention to the Department of Health consultation on the use of 084 prefix telephone numbers. Members were asked to respond individually and the clerk would publicise the document on the website and the noticeboard. Closing date for consultation is 31 March 2009.

174/2008-09 COUNCIL ESTIMATES & PRECEPT FOR 2009/10

Cllr Hackworth reported on decisions taken at the recent meeting of the Finance Committee and the Council noted the report on the estimates and precept for 2009/10.

The recommendations from the Finance Committee were agreed as follows:

174.1 Additional items of expenditure

174.1.1 Improvement of area of land to rear of Institute – no further work, unless it could be funded from reserves.

174.1.2 Works to the council premises at the Old Fire Station to bring it up to an

acceptable standard – this work should be done if at all possible. The electrical work was essential. Fund from reserves.

- 174.1.3 Allowing employees to join the pension scheme or providing a gratuity – agreed, if it could be incorporated in the estimates; otherwise, give serious consideration next year.
- 174.1.4 Refurbishment of public conveniences (joint project with Essex County Council providing 80% funding) – even with ECC contribution, this would require significant funding from the parish council; agreed not to proceed unless full funding could be obtained from other sources; no item to be included in the estimates.

174.2 Fees and Charges

2008/09

Grounds Maintenance for other organisations £12 p.h. +VAT

2009/10

Bellingham Place car park £125 +VAT
 High Street car park same as 2008/09 (including VAT)
 Allotments (already agreed by Council on 2.12.08) £13 per plot
 Fishing permits (non K & F residents) FOC
 Parish maps £5 + £1 p&p
 Footpath Guides 60p
 Items under Freedom of Information Act 10p per side of A4

174.3 Estimates

The estimates were agreed as follows:

	Income	Expenditure
Recreation	50	12,790
Environment	5,975	42,835
Finance	0	27,855
Total	6,025	83,480
Net requirement		77,455
Use of Earmarked Reserves		1,500
Bank interest		1,000
Parish Support Grant (BDC)		8,297
Precept		66,658

It was proposed Cllr Hackworth, sec Cllr Colborn and unanimously agreed that the precept for 2009/10 be set at £66,658.

175/2008-09 NEW CAR PARK

Cllr Hackworth reported on progress with the installation of the CCTV. It was agreed that additional signage was desirable.

176/2008-09 ANNUAL PARISH ASSEMBLY

It was agreed that the Annual Parish Assembly would take place at 7.45 p.m. on Thursday 23 April 2009. Members were asked to consider a guest speaker, with the final decision to be made at the February meeting.

177/2008-09 BRAINTREE DISTRICT COUNCIL OVERVIEW & SCRUTINY COMMITTEE

A letter from Braintree District Council had been circulated to members and discussion took place over disabled provision in the parish. It was agreed that pavement parking caused problems to the disabled and that action should be taken.

178/2008-09 PARKING RESTRICTIONS – NEW ROAD

The East of England Co-operative Society had asked Essex County Council to introduce parking restrictions either side of the entrance to the car park in New Road to enable easier access for

delivery vehicles. Following discussion it was agreed that the council would not support the application by the Co-operative Society.

179/2008-09 FUTURE EVENTS

A list was available at the meeting.

180/2008-09 PAYMENTS

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

180.1 To note payments already made

Cheque no.	Payee	Purpose	£
104914	Ideal Hosting	Domain name	35.88
104915	e-on	Power, PI Fd pav & 102 High St	1876.26

180.2 To agree the following accounts for payment

Cheque no.	Payee	Purpose	£
DD	Braintree District Council	Rates, Dec & Jan, 102 High St	230.00
104916	Cash	Reimburse petty cash imprest	90.62
104917	J Goodchild	Brockwell Festival	8.43
104918	Essex Wildlife Trust	Subscription	40.00
104919	BT	High St car park broadband	122.13
104920	London Road Garage	Puncture repair	12.01
104921	Kelvedon Institute	Car park electricity Sept-Dec 08	96.62
104922	TVVA	Christmas Vouchers	676.00
104923	Kempco	Stationery	126.11
104924	T Dixon	Expenses	4.00
104925	W F Electrical	Christmas light bulbs	57.79
104926	N Ezra	Office caretaking	32.50
104927	Kelvedon Social FC	Contribution to security lights	160.00
104928	Staples	Stamps	10.80
104929	Staples	Stationery	6.99
104930	HM Revenue & Customs	Tax & NI 3 rd quarter	2,209.91
104931 -36	Staff	Salaries and wages	1,930.87
TOTAL			£5,814.78

181/2008-09 EXCLUSION OF PRESS AND PUBLIC

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

182/2008-09 NEW CAR PARK

Discussion took place on a letter received from a resident on 24 November 2008. In view of the fact that this resident had already been provided with a considerable amount of information under the Freedom of Information Act and that all decisions taken by councillors were a matter of public record in the Minutes of the council meetings, it was unanimously agreed that the matter was now closed.

Signed:

Date: