

KELVEDON PARISH COUNCIL

**MINUTES OF THE COUNCIL MEETING HELD ON TUESDAY 7 APRIL 2009 AT 7.45 PM
IN THE COUNCIL CHAMBER**

PRESENT: Cllr C Martin in the Chair

Cllrs Mrs J Anderson Q Colborn T Dixon G Dossett N Ezra
J Hackworth H Siggers

Clerk Ms L R Fuller Clerk's Asst Mrs A Carruthers

Also present: PC John Hallworth, one member of the public

219/2008-09 APOLOGIES FOR ABSENCE

Cllrs Mrs J Coates, Mrs L Hill, M Pilbeam

**220/2008-09 MINUTES OF ORDINARY MEETING OF THE COUNCIL HELD ON
3 MARCH 2009**

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

221/2008-09 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 Ezra declared a personal and prejudicial interest in agenda item 15.2, Staffing and Services, as a provider of services.

Cllr Dossett declared a personal interest in agenda item 17, Land at the Chase, as a resident of The Chase.

Cllr Colborn declared a personal interest in agenda item 5, Matters for Report, as a resident of Swan Street, as he would be reporting on flooding.

Cllr Dixon declared a personal interest in agenda item 16, Kelvedon Community Association, as a member of KCA.

222/2008-09 PUBLIC QUESTIONS

None.

223/2008-09 MATTERS FOR REPORT

Annual Parish Assembly

Members were reminded that the Annual Parish Assembly would be held at 7.45 pm on Thursday 23 April 2009 at the Institute. Posters were distributed to be displayed around the village.

Flooding

Cllr Colborn had written to the Minister, Hilary Benn, Defra and Brooks Newmark MP requesting information on anti-flooding measures taken since 2001. To date no reply had been received apart from confirmation from Mr Newmark that he was pursuing the matter. The clerk had also written to the Environment Agency.

224/2008-09 REPORTS FROM COMMITTEES

224.1 Planning

The report of the meeting held on 23 March 2009 was noted, minutes having been circulated. Cllr Dixon referred to a letter about proposed parking restrictions in New Road; the topic had originally been discussed at the council meeting in January 2009 (min.178/2008-09). Members noted a letter from Feering PC objecting to a request by Wilkins of Tiptree for a change to the Colchester draft plan to allow a possible future development of the factory site at Tiptree.

224.2 Recreation

The next meeting was scheduled for 7.15 pm on Tuesday 28 April 2009.

224.3 Finance

The report of the meeting held on 16 March 2009 was noted, minutes having been circulated.

224.4 Environment

The next meeting was to be held at 7 pm on Monday 1 June 2009.

Cllr Dossett reported on the meeting of the Footpaths Sub-Committee held on 12 March 2009, minutes having been circulated. Cllr Dossett wished to place on record his thanks to Essex County Council and the volunteers from the Friends of the Flitch Way for the work carried out on signage and waymarking to the footpaths around the Bradwell pit on Rivenhall Airfield.

224.4.1 Kelvedon in Bloom

Cllr Dixon reported on possible issues for Kelvedon in Bloom in respect of licences from Essex County Council Highways Department, and insurance.

The Council agreed to the following requests from Kelvedon in Bloom:

- i) To locate two new flower containers on the green at Doucecroft Open Space, positioned either side of the driveway, from summer 2009.
- ii) For summer 2010 only, to make a carpet bedding display on the green at Doucecroft Open Space to mark the centenary of the Guide movement. The display would be removed in autumn 2010.
- iii) To hold outdoor fund raising events on the land to the rear of the Institute: Jungle Sale on the afternoon of 23 May 2009 and local produce market on the morning of 18 July 2009.

225/2008-09 POLICE REPORT

PC John Hallworth apologised for missing previous meetings and presented his report on incidents during the month of March. He confirmed that a speed gun was being operated in London Road. The next NAP meeting would be held on 22 April at Bradwell village hall. Councillors raised issues of fly tipping at Highfields Lane, parking on pavements by police cars and enforcement of illegal use of mobile phones by drivers, all of which PC Hallworth would investigate.

226/2008-09 REPORTS FROM REPRESENTATIVES ON OUTSIDE ORGANISATIONS

226.1 Tripartite Group

No report.

226.2 Kelvedon Community Association

Discussed later in the meeting.

226.3 Kelvedon in Bloom

Noted that the bowser and trailer had been acquired.

226.4 Brockwell Group

Cllr Ezra reported that following earlier cancellation, work on the willow dome would now be carried out on 25/26 April 2009.

226.5 RCCE

No report.

226.6 Witham Area Local Committee

Cllr Ezra had attended the previous meeting, which mostly concerned Witham.

226.7 Youth Forum

Cllr Dixon reported that 80 young people had attended a successful disco, with the next one due to be held in May.

226.8 Kelvedon Institute

The Council noted the report by Cllr Pilbeam on the recent meeting of the committee. Cllrs Dixon and Dossett had attended a subsequent meeting.

227/2008-09 CORRESPONDENCE, & ITEMS FROM EALC

The correspondence, and items from EALC, were noted.

228/2008-09 HIGHWAYS & ROAD SAFETY MATTERS

It was noted that work on the A12 had now been completed.

229/2008-09 COMMUNITY SAFETY & HEALTH

229.1 Community Warden Report

Mrs Windard had reported no problems recently in the village.

229.2 Any Other Reports

None received.

230/2008-09 FUTURE EVENTS

A list was available at the meeting.

Members were asked to note that there would be a talk on Emergency Planning at the Feering Annual Parish Assembly on 14 May. Cllr Ezra would attend.

The Royal British Legion had invited councillors to attend the dedication of a new standard on Sunday 24 May 2009. Cllr Martin hoped to be able to attend. Cllrs Mrs Anderson, Dixon and Hackworth would attend on behalf of the parish council.

231/2008-09 PAYMENTS

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

231.1 To note payments already made

| Cheque no. | Payee | Purpose | £ |
|-------------------|------------------------------|------------------------------------|----------------------------|
| 104972 & vouchers | E Doe & Sons Ltd | Machinery parts | 80.10 (£5.20 in cheque) |
| 104973 | E-on | Electricity, OFS and pavilion | 434.68 |
| 104974 | Kelvedon Institute | Car park electricity Sept-March | 108.74 |
| 104975 | Impact Security Services Ltd | Car park clamping | 86.25 |
| 104976 | The Brockwell Group | Youth Festival expenses | 228.78 |
| 104977 | Ridgeons | Noticeboard & play equipt. repairs | 7.87 |
| 104978 | BT | Car park phone line rental | 69.00 |
| 104980 | CIS General Insurance Ltd | Mower insurance admin. charge | 12.50 |
| 104981 | A & J Lighting Solutions | Street light repairs | 79.25 |
| 104982 | HMRC | Tax & NI March | 644.47 |
| 104983 | Cash | Petty cash | 111.28 |
| 104984 | Ridgeons | Cuprinol | 20.17 |
| 104985 | N Ezra | OFS caretaking March | 32.50 |
| 104979, 986 | Staff | Salaries & wages | 259.56 |
| | | | 2,175.15 |

231.2 To agree the following accounts for payment

| Cheque no. | Payee | Purpose | £ |
|-------------------|-------------------------------|----------------------------------|----------|
| DD | Braintree District Council | Rates OFS April | 122.50 |
| 104987 | EALC | Subscription 2009/10 | 511.68 |
| 104988 | L Hill | KIB expenses/grant | 59.11 |
| 104989 | Plantscape | Re: KIB grant | 1,126.71 |
| 104990 | Kelvedon Social Football Club | Cont. to running security lights | 160.00 |

| | | | |
|----------------|-------|------------------|-----------------|
| 104991, 992 | Staff | Salaries & wages | 530.47 |
| | | | 2,510.47 |

232/2008-09 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 items contained confidential information related to the council's staffing and property affairs.

233/2008-09 STAFFING & SERVICES – RECOMMENDATION FROM FINANCE COMMITTEE

233.1 Clerk's Assistant & Parish Amenity & Maintenance Warden Pay

Agreed that these should be increased by 2.5% from 1 April 2009.

233.2 Council Office caretaker/cleaner

Cllr Ezra left the meeting.

Agreed that the amount paid for this service should be increased to £33 per month from 1 April 2009.

Cllr Ezra returned to the meeting.

233.3 Staffing Situation

Members heard that Mrs Carruthers had tendered her resignation and she was thanked by councillors and the clerk for her services to the council. The clerk and Personnel Sub-Committee would meet to review future staffing requirements, with delegated powers to proceed with recruitment of a replacement with limited changes to the existing arrangements if necessary.

It was agreed to bring forward agenda item 16.

234/2008-09 LAND AT THE CHASE

Discussion had taken place with Greenfields Housing Association following its application to register land at The Chase. Greenfields had no desire to hold on to the land itself and was happy for the Council's ownership of the land to be recognised. Greenfields was keen to expedite registration by registering the whole area of land to itself and then making an immediate transfer of the "disputed" land to the parish council, whilst retaining access rights to its own adjacent property. Councillors agreed that this course of action should proceed, subject to satisfactory outcome of negotiations.

Cllr Dossett proposed a vote of thanks to Mrs Geraldine Rowan for drawing the attention of the council to the proposed land registration.

235/2008-09 KELVEDON COMMUNITY ASSOCIATION

During this item Cllr Dossett declared a personal and prejudicial interest as a member of the KCA Committee and left the meeting.

Following the request made to the Kelvedon Community Association as a result of the meeting of the Council in December 2008 (min. no. 149.2/2008-09), two letters had been received and circulated to councillors. Following discussion, it was agreed to invite the KCA and the Institute to a meeting to discuss the way forward. The Council was aware of the importance of the existing building to the village and was minded to support the continued development of the Institute. It was agreed that Cllrs Siggers, Hackworth and Colborn would represent the council at the proposed meeting.

Signed:

Date: