

**KELVEDON PARISH COUNCIL**

**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON  
TUESDAY 5 MAY 2009 AT 7.45 PM IN THE COUNCIL CHAMBER**

**PRESENT:** Cllr C Martin in the Chair

Cllrs	Mrs J Anderson	Mrs J Coates	Q Colborn	N Ezra
	J Hackworth	Mrs L Hill	M Pilbeam	H Siggers
Clerk	Ms L R Fuller			

Also present: 2 members of the public to min. no. 9.1

**1/2009-10 Election of Chairman for 2009/10**

Cllr Martin was proposed as Chairman of the Council for 2009/10 and there being no other nominations, was elected.

It was agreed that he would sign the Declaration of Acceptance of Office at the end of the meeting.

**2/2009-10 Appointment of Vice Chairman for 2009/10**

Cllr Mrs Hill was proposed as Vice Chairman of the Council for 2009/10 and there being no other nominations, was appointed.

**3/2009-10 Apologies for Absence**

Cllrs T Dixon, G Dossett

**4/2009-10 Appointment of Representatives on Outside Bodies**

A list of appointments to outside bodies is appended to the minutes.

**5/2009-10 Appointment of Committees and Sub-Committees**

5.1 A list of appointments to committees and sub-committees is appended to the minutes.

5.2 The cheque signatories were confirmed as any two from Cllrs Mrs Anderson, Mrs Coates, Hackworth and Mrs Hill.

**6/2009-10 Confirmation of Minutes**

Minutes of the meeting of the Council held on 7 April 2009 were agreed, subject to the deletion of "KCA Committee" and insertion of "Kelvedon Institute Management Committee" in its place in the first paragraph of minute no. 235/2008-09. They were then signed as a correct record of the meeting.

**7/2009-10 Declarations of Interest**

7.1 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.

7.2 The Chairman reminded members that they should notify the Clerk of any changes to their entries in the Register of Interests within 28 days of the change occurring.

**8/2009-10 Public Questions**

None.

**9/2009-10 Matters for Report**

**9.1 Rivenhall Waste Disposal Planning Application**

Members noted the request to call upon the Secretary of State to "call in" this planning application and agreed not to take any action.

**10/2009-10 Reports from Committees**

**10.1 Planning**

The report of the meeting held on 14 April 2009 was noted, minutes having been circulated. The Council discussed the meaning of the term "No objection" in a planning context and referred the matter to the Planning Committee to consider ways to build public confidence in the planning process as far as the council was concerned.

**10.2 Recreation**

The minutes of the meeting held on Tuesday 28 April 2009 were not yet available.

**10.3 Finance**

Noted that the next meeting was to be held on Monday 1 June 2009; scheduled time could be subject to change.

**Personnel Sub-Committee**

The minutes of the meeting held on Tuesday 28 April 2009 were not yet available.

**10.4 Environment**

Noted that the next meeting was to be held at 7 pm on Monday 1 June 2009.

**11/2009-10 Police Report**

There was no police report.

**12/2009-10 To receive reports from members on outside organisations**

**12.1 Tripartite Group**

No report.

**12.2 Kelvedon Community Association**

No report.

**12.3 Kelvedon in Bloom**

The group was awaiting graphics in respect of Pensioners' Piece. The question of ownership, insurance, licences etc for planters would be put on the agenda of the Environment Committee.

**12.4 Brockwell Group**

Cllr Ezra reported on work done to the willow dome.

**12.5 RCCE**

No report.

**12.6 Witham Area Local Committee**

No report.

**12.7 Kelvedon Institute**

No report.

**13/2009-10 Correspondence, and items from EALC**

**13.1** The correspondence, and items from EALC, were noted.

**13.2** Cllr Ezra stated that he felt not all items were included in the correspondence file. The Council agreed no change to the existing arrangements.

**14/2009-10 Highways and Road Safety Matters**

Concern was expressed about traffic speed around the school and dangerous parking by vehicles working on the level crossing.

**15/2009-10 Community Safety and Health**

**15.1 Community Warden Report**

The report of the Community Warden was noted.

**15.2 Any Other Reports**

Concern was expressed about dog fouling in the High Street.

**16/2009-10 Future Events**

A list was available at the meeting.

**17/2009-10 Review of Standing Orders**

The Council agreed that the Standing Orders required review and the group which had been set up to carry out the task would be convened.

**18/2009-10 Annual Parish Assembly**

The Council noted the successful Annual Parish Assembly and would book 22 April 2010 for next year's meeting.

**19/2009-10 Accounts for Payment**

**19.1 To note payments already made**

The following payments, already made, were noted.

<b>Cheque no.</b>	<b>Payee</b>	<b>Purpose</b>	<b>£</b>
104993-997	Staff	Salaries and wages	<b>1,771.85</b>

**19.2 To agree the following accounts for payment**

The following accounts for payment were agreed.

<b>Cheque no.</b>	<b>Payee</b>	<b>Purpose</b>	<b>£</b>
DD	BDC	OFS rates May	120.00
104998	Cash	Petty cash	53.44
104999	N Ezra	OFS Cleaning	33.00
105000	Kempco	Stationery	88.16
105001	J L Knight Roadworks Ltd	Car park repairs	457.64
105002	Cheque cancelled		
105003	Ridgeons	KIB grant	19.78
105004	Chelmsford Borough Council	Architect's fees (re: KCA)	5,149.14
105005	T Dixon	Travel expenses	26.10
105006	Audit Commission	Audit fee 2007/08	1,006.25
105007	KCA	Sale of parish maps 2008/09	15.00
105008	Kelvedon URC	Churchyard grant	250.00
105009	Anglian Water	OFS, allotments, Pub. Cons.	241.25
105010	HMRC	Tax & NI, April	677.49
105011-15	Staff	Salaries and wages	1,745.39
			<b>9,882.64</b>

**Signed:**

**Date:**