

Kelvedon Parish Council

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

24 August 2009

Dear Councillor

Members of the Council are summoned to attend the meeting of the Council at 7.45 pm on Tuesday 1 September 2009 in the Council Chamber, to transact the business shown in the agenda.

The press and public 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 July 2009.
- 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 Community Transport – min. no. 30/2009-10**
Both Tiptree and Messing-cum-Inworth Parish Councils have expressed an interest in exploring this further, without fully committing themselves at present. The Chairman has been in touch with Essex County Council who has suggested various options. See copy emails already circulated.
 - 5.2 Best Kept Village Competition**
Kelvedon came second in class 2 of this competition.
 - 5.3 Essex Environment Trust**
Kelvedon received a Merit Award from the Trust in respect of the play equipment installed on the playing field, for which the Trust made a substantial grant.
 - 5.4 Public questions/S106 agreement – min. no. 37/2009-10**
See email in correspondence file.

5.5 Refuse Collection – min. no 42.2.2/2009-10

See information in correspondence file.

6 Reports from Committees

To receive reports from committees.

6.1 Planning

Report of meeting held on 27 July 2009; minutes have been circulated.

6.2 Recreation

Report of meeting held on 14 July 2009; minutes have been circulated.

Next meeting is at 7.15 p.m. on Monday 5 October 2009.

Youth Forum: to receive any report from the Youth Forum.

6.3 Finance

Next meeting is at 6 p.m. on Monday 12 October 2009.

6.4 Environment

6.4.1 Next meeting is at 6.30 p.m. on Monday 19 October 2009.

6.4.2 Allotment rents

Allotment rents are due in September but the rents for 2009/10 were not set at the last meeting of the Environment Committee. The next meeting of the committee will be too late so the council is asked to set the figure.

The current rent is £13 per plot, constituted of £8.80 to defray the rent the council pays to the landlord, and £4.20 for water and other works. In 2008/09 the income from the allotments was £1,206 but the expenditure was £1,432. The deficiency arises in the cost of water and other works, where the income is a lot lower than the expenditure. In order to break even the allotment rent would have to be more than £17 per plot.

It is recommended that the water/works element of the allotment rent increases by a significant amount so that the allotments do not make such a large loss.

6.4.3 High Street Car Park Signage

The council is asked to agree expenditure of approximately £325 for supply and installation of three signs in the car park, to make it clear to users that it is a public pay and display car park and that CCTV is in operation.

“Kelvedon Parish Council” stickers have already been put on the existing clamping company notices to make the position clearer.

7 Police Report

To receive a report from PC John Hallworth.

8 To receive reports from representatives on outside organisations

8.1 Tripartite Group

N.B. see letter from Chairman of KCA in correspondence file.

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 Kelvedon Institute

8.8 Any other outside bodies

- 8.9** The council's list of representatives on outside bodies does not include the Rural Community Council of Essex, although Cllr Mrs Hill normally attends. The council is asked to confirm formally that Cllr Mrs Hill is the council's representative on the RCCE.
- 9 Correspondence, and items from EALC**
For information: various items of correspondence, and the mailing from EALC, will be available for circulation.
- 9.1 Proposed Christmas Tree Festival**
See letter in correspondence file inviting the council's views on a proposal for a Christmas Tree Festival. The council is asked if it wishes to respond.
- 10 Highways, Transport and Road Safety matters**
To receive any reports on highways and road safety matters.
- 10.1 A12 road works**
See letter in correspondence file. Residents may park their vehicles in the parish council's High Street car park overnight while the parking restrictions are in place.
- 11 Community Safety and Health**
- 11.1** Report from the Community Warden
- 11.2** Any other reports on community safety and health
- 12 Future events**
A list will be available at the meeting; councillors may be asked to agree attendances or other action.
- 13 Braintree District Council Rural Issues and Parish Liaison – Review of Service Provision**
BDC is carrying out a review. A copy of the questionnaire has been circulated. The council is asked if it wishes to respond.
- 14 Accounts for payment**
To agree the accounts for payment; a list will be available at the meeting.