

# Kelvedon Parish Council

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

29 March 2010

Dear Councillor

Members of the Council are summoned to attend the meeting of the Council at 7.45 pm on Tuesday 6 April 2010 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

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## 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 2 March 2010.
- 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 Annual Parish Assembly**  
Members are reminded of the Annual Parish Assembly to take place at the Institute at 7.45pm on Thursday 22 April 2010.  
Youth Forum: in the past the agenda has included a report from the Youth Forum made by the Chairman of the Recreation Committee. The Council is asked who it wishes to appoint to make the report to this year's assembly.  
The Footpaths Sub-Committee would like to use the assembly to launch the Kelvedon to Coggeshall footpath walk booklet and the circular walks sheets (see item 6.5.2 below).
- 6 Reports from Committees**
  - 6.1 Committee agendas**  
The existing practice that agendas of committee meetings are only sent to members of that committee has been continued. However this means that non-members of a committee, who may have wished to attend the meeting for an agenda item of interest, do not find out about it until the minutes are distributed, by which time it is too late to have any involvement.

The Council is asked if it would like all committee agendas to be sent to all councillors in future.

**To receive reports from committees.**

**6.2 Planning**

Report of meetings held on 22 February & 8 March 2010; minutes have been circulated.

**6.3 Recreation**

**6.3.1** Next meeting is at 7pm on Monday 14 June 2010.

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

**6.3.3 Recreation Ground**

Kelvedon URC has requested permission to use the Recreation Ground to celebrate the service of Rev. Jerry Priest, who is leaving. The event would be on Sunday 25 July 2010 and would consist of a family picnic and a short act of worship (singing and prayer). It is hoped to use a guitar and a few hand-held instruments. Although the decision should properly be made by Recreation Committee, the timing of the event requires a response before the committee meets again.

**6.4 Finance**

Report of meeting held on Tuesday 23 February 2010; minutes have been circulated.

**6.5 Environment**

**6.5.1 Environment Committee**

Next meeting is at 7pm on Wednesday 26 May 2010.

**6.5.2 Footpath Sub-Committee**

(i) Report of meeting held on 11 March 2010; minutes have been circulated.

(ii) Kelvedon to Coggeshall walk booklet – the sub-committee would like to launch this at the Annual Parish Meeting.

(iii) Circular walks – the Council is asked to agree a nominal charge of 25p (plus p&p if required) to obtain these from the office. The sub-committee would like to launch these at the same time as the booklet.

**6.5.3 Land to the rear of the Institute**

Kelvedon Players have asked for permission to use the land for a social event on Sunday 6 June 2010.

Kelvedon in Bloom has asked to use the land for temporary storage of new planters expected to be delivered in May.

Although the decision should properly be made by Environment Committee, the timing of the events requires a response before the committee meets again.

**7 Police Report**

To receive a report from PC Simon Hull.

**8 To receive reports from representatives on outside organisations**

**8.1** Tripartite Group

**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

**9 Correspondence, and items from EALC**

For information: various items of correspondence, and the mailing from EALC, will be available for circulation.

**10 Highways, Transport and Road Safety matters**

To receive any reports on highways and road safety matters.

**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 Accounts for payment**

To agree the accounts for payment; a list will be available at the meeting.

Councillors are reminded of the need to declare a prejudicial interest in any of the accounts for payment if relevant and to act accordingly.

**14 Exclusion of Press and Public**

The Council is asked 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 contain confidential information relating to the council's property and legal affairs.

**15 Packhorse Bridge**

See attached confidential report on blue paper.

**16 Land at The Chase to the Playing Field**

See attached confidential report on blue paper.

**17 102 High Street**

See attached confidential report on blue paper.