

KELVEDON PARISH COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON
TUESDAY 4 MAY 2010 AT 7.45 PM IN THE COUNCIL CHAMBER**

PRESENT: Cllr C Martin in the Chair

Cllrs Mrs J Anderson Mrs J Coates Q Colborn T Dixon G Dossett
N Ezra Mrs L Hill M Pilbeam H Siggers

Clerk Ms L R Fuller Clerk's Assistant Mrs S Green

Also present: PC S Hull

1/2010-11 Election of Chairman for 2010/11

Cllr Martin was proposed as Chairman of the Council for 2010/11 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.

2/2010-11 Appointment of Vice Chairman for 2010/11

Cllr Mrs Hill was proposed as Vice Chairman of the Council for 2010/11 and there being no other nominations, was appointed.

3/2010-11 Apologies for Absence

Cllr J Hackworth

4/2010-11 Police Report

The Council agreed to bring forward the police report.

PC Simon Hull introduced himself as the new officer serving Kelvedon and Feering and confirmed that he would continue providing monthly incident reports for the full council meetings.

PC S Hull presented his report on incidents occurring during the month of April, notably three local burglaries. Cllr Colborn raised a question about illegal cycling along the Brockwell Lane/Easterford Road footpath, despite there being a no cycling sign. Cllr Dossett voiced concerns about drivers still using their mobile phones while driving.

5/2010-11 Appointment of Representatives on Outside Bodies

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

The following additions/deletions were confirmed at the meeting:

BDC Area Committee Meetings: Delete Cllr Ezra; no standing representative. However, Cllr Ezra would attend the meeting on 18 May 2010.

Cllr Dixon confirmed that he attends the Witham Traffic Liaison meetings; the Institute Hall meetings and that either he or Cllr Ezra attend the Police Multi-Tasking Group meetings.

6/2010-11 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.

7/2010-11 Confirmation of Minutes

The minutes of the meeting of the Council held on 6 April 2010 were agreed and signed as a correct record.

8/2010-11 Declarations of Interest

8.1 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.

Cllr Ezra declared a personal interest in item no. 10.4.2, Village Green, as C Ezra's father.

Cllr Ezra declared a personal and prejudicial interest in the accounts for payment as a provider of services.

Cllr Mrs Anderson declared a personal and prejudicial interest in item no. 10.2.3 as a committee member of the Kelvedon Music Festival.

- 8.2** 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.

Cllr Siggers asked for a form to amend his entry.

9/2010-11 Public Questions

None.

10/2010-11 Matters for Report

None.

11/2010-11 Reports from Committees

11.1 Planning

The report of the meeting held on 12 April 2010 was noted, minutes having been circulated.

11.2 Recreation

11.2.1 The Council noted that the next meeting would be held at 7pm on Monday 14 June 2010 and not on 4 June as stated in the agenda.

11.2.2 Thorne Road/Glebe Road Play Area

Cllr Dixon referred to the "Fence the Field" fund that holds money for the fencing of the new Thorne Road/Glebe Road play area. The clerk was requested to contact the Treasurer of the fund to determine if any plans for using the funds have been made.

11.2.3 Youth Forum

Cllr Dixon reported that the Youth Forum sponsored walk would leave at 2.30 pm from the council chamber on 6 June 2010.

11.2.4 Kelvedon Music Festival

Having declared a personal and prejudicial interest, Cllr Mrs Anderson left the meeting.

The Council agreed to the request, from KMF, for a £500 grant towards the hire of portaloos for the festival due to take place on 10 July 2010.

Cllr Mrs Anderson returned to the meeting.

11.3 Finance

It was noted that the next meeting would be held at 6 pm on Tuesday 25 May 2010.

11.4 Environment

11.4.1 It was agreed to change the date of the next meeting to 7 pm on Thursday 3 June 2010.

11.4.2 Village Green

The Council agreed to the request from Charlotte Ezra and friends to use The Village Green on either 29 May or 5 June 2010 for stalls to raise funds for their proposed visit to Namibia to help repair a school.

11.4.3 Allotments

The clerk reported that an allotment tenant had requested permission to plant step-over apple and pear trees and an asparagus bed. The council agreed.

12/2010-11 Reports from Representatives on Outside Organisations

12.1 Tripartite Group

No report.

12.2 Kelvedon Community Association

No report.

12.3 Kelvedon in Bloom

Cllr Mrs Hill reported that this year's judging would take place on Thursday 8 July starting at 10.00 am. Over the coming weeks the old barrels would be emptied and replaced by new ones.

12.4 Brockwell Group

Cllr Ezra reported that little egrets were nesting and fallow deer had been seen on the meadows.

12.5 RCCE

No report.

12.6 Witham Area Local Committee

No report.

12.7 Kelvedon Institute

Cllr Pilbeam confirmed that grant monies had been spent on new toilet doors. He informed the Council that the Institute was grateful for the contribution received from KPC towards electricity for Christmas lights and that the Institute members had noted KPC's objections to the planning application for the community hall.

12.8 Packhorse Bridge Society

Cllr Mrs Hill referred to possible options for the Society regarding the acquisition of the land.

12.9 Any Other Outside Bodies

12.9.1 JAG

Cllr Dixon would be attending the meeting due to be held on 5 May 2010.

13/2010-10 Correspondence, and items from EALC

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

13.2 Open Space Survey

The council assisted the clerk with responses to the survey.

13.3 Cllr Martin notified the Council that he had been contacted by the press regarding BDC's need to identify new sites for housing.

14/2010-11 Highways and Road Safety Matters

14.1 A12 lighting

Cllr Dixon confirmed that following the connection of the new sub-station, all new lighting should soon be working.

14.2 Pedestrian crossing/central refuge, High Street

Cllr Mrs Hill stated, that following the matter being discussed at the Annual Parish Assembly, more people had been in favour of a possible central island/safe haven, rather than a zebra crossing,

Cllr Mrs Hill was asked to provide the next full council meeting with a report of the survey results.

14.3 Footpath 14

It was reported that the footpath was muddy between Easterford Road and Brockwell Lane.

15/2010-11 Community Safety and Health

15.1 Community Warden Report

The report of the Community Warden was noted.

15.2 Any Other Reports

Cllr Dossett confirmed that after March 2011, the new national GP contract would prohibit use of expensive phone numbers.

16/2010-11 Future Events

A list was available at the meeting.

17/2010-11 Review of Standing Orders

The Council agreed that the Standing Orders review should now proceed as a matter of urgency and a date must be agreed for the group to convene.

18/2010-11 Annual Parish Assembly

The Council noted the successful Annual Parish Assembly. Improvements were requested to enable questions from the floor to be heard. All Councillors should be seated before the meeting begins.

It was agreed to review and agree next year's date at the full council meeting in September.

19/2010-11 Kelvedon Community Association

Cllr Ezra drew the Council's attention to minute no. 41/2009-10 (7 July 2009) which stated what had been previously agreed with regard to land adjacent to the car park at the rear of the Institute.

The Council agreed to write to KCA referring to this and to re-iterate that it could not overrule the planning committee's decision on the proposed community hall.

In answer to the questions raised by KCA, the Council confirmed that it would not send a letter of support to BDC in respect of the said planning application and it would not specify in detail its requirements for a new hall.

20/2010-11 Accounts for Payment

The following accounts for payment were agreed.

To agree the following accounts for payment

Cheque no.	Payee	Purpose	£
DD	Braintree District Council	OFS rates, May	108.00
105237	Essex Playing Fields Assoc	Competition entry fee	10.00
105238	Kempco Ltd	Stationery	64.61
105239	Ridgeons	Supplies	40.38
105240	NALC	LCR subscription	48.00
105241	British Telecomms	OFS; Car Park line & broadband	284.84
105242	Aon Ltd	Insurance	2,984.84
105243	HMRC	Tax & NI, May	997.70
105244	Cash	Petty cash, Apr	57.35
105245	N Ezra	Caretaking, OFS, Apr	33.00
DD	Entanet	Office broadband, May	19.36
105246-7, SO	Staff	Salaries and Wages	1,631.58
Total			6,279.66

Signed:

Date: