

KELVEDON PARISH COUNCIL

**MINUTES OF THE COUNCIL MEETING HELD ON TUESDAY 3 JANUARY 2012 AT
7.45 PM IN THE COUNCIL CHAMBER**

PRESENT: Cllr C Martin in the Chair
Cllrs Miss L Buttery Mrs J Coates T Dixon G Dossett N Ezra
M Pilbeam H Siggers
Clerk Mr C Thakrar Clerk's Assistant Mrs S Green

Also present: PC S Hull

104/2011-12 Apologies for Absence

Cllrs Mrs J Anderson, Mrs L Hill and J Hooper

105/2011-12 Confirmation of Minutes

The minutes of the meeting of the Council held on 6 December 2011 were agreed and signed as a correct record.

106/2011-12 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.

None were declared at this point.

107/2011-12 Police Report

The Council agreed to bring forward the Police Report.

PC S Hull updated the Council on various incidents that had occurred in Kelvedon during the month of December, with particular reference to dwelling burglaries.

The Council was also advised that with effect from 1 March 2012 a re-organisation of the current policing system for the area would be taking place.

108/2011-12 Public Questions

None.

109/2011-12 Matters for Report

109.1 Christmas Lights

Cllr Ezra advised the Council that he intended to remove the lights on Monday 9 January. Following on from this, Cllr Pilbeam raised the possibility of having a voluntary village task force to help with village related tasks such as this. It was agreed to place an item on the February agenda to discuss the possibility further.

109.2 30 mph speed limit sign

Cllr Dixon advised the Council that the temporary 30 mph flashing sign in London Road had been removed and requested that the Clerk look into the costs involved in purchasing a permanent sign for the village.

109.3 Committee Meetings

Following the recent appointment of the new Clerk, it was agreed that dates should now be set for the committee meetings. The Clerk agreed to provide the Councillors with a draft list as soon as possible.

109.4 Insurance of play equipment

Cllr Dixon requested that the Clerk establish whether or not the play equipment at the recreation ground and Thorne Road is insured. The Clerk will report back at the next meeting.

Cllr Siggers said he could provide some security spray which could be used to mark play equipment. Cllr Pilbeam suggested neighbours in the immediate vicinity of play equipment could be contacted and asked to be vigilant by reporting any unusual activity.

110/2011-12 Reports from Committees

110.1 Planning

The report of the meetings held on 12 December 2011 was noted, minutes having been circulated.

110.2 Recreation

110.2.1 Kelvedon Institute

The Council noted the request from the Institute's fund raising group, 'Friends of the Institute', to use the Council's grass area (to the rear of the Institute) to hold a 'DIY Barbecue on 3 June 2012 in celebration of the Jubilee weekend. The Council agreed to the request providing that the event is to be properly supervised.

110.2.2 Youth Forum Grant

Cllrs Mrs Coates and Dixon declared a personal interest in this item. The Council agreed to the request from the Youth Forum to transfer its grant for 2011/2012 from the Council's balances to an earmarked reserve if not spent in the financial year.

110.3 Finance

110.3.1 Personnel Sub-Committee

110.3.1.1 Parish Amenity and Maintenance Warden

Cllrs Pilbeam and Siggers updated the Council on the current position with regard to the retirement next year of the PAMW and thanked the Clerk for providing details of current costings for the PAMW and outside contractors. Cllrs Pilbeam and Siggers would now proceed with obtaining quotations from for contractors who have shown interest in carrying out some of the duties.

Cllr Pilbeam advised the Council of the proposed time line culminating in a proposal to appoint a new PAMW in April 2012. It was agreed that the specification for contractors to bid for would be agreed at February's meeting of the full Council, with a view to the appointed contractor commencing in April on a three year term with annual reviews.

110.4 Environment

110.4.1 Winter Salt Bag Partnership

It was noted that the Winter Plan and Risk Assessment form had not yet been completed by all Councillors.

In the meantime, Cllr Pilbeam requested that the Clerk contact the railways authority to ask that they keep all their access ways to Kelvedon Station, ice free should the need arise.

110.4.2 Request for financial assistance

The Council decided to keep the URC's budget at £250, and granted the request.

111/2011-12 Precept for 2012/13

Following a discussion on matters relating to the position of the PAMW, it was agreed that the precept for the 2012/13 year should be 5% above the 2011/12 precept to £77,468.

112/2011-12 Reports from Representatives on Outside Organisations

112.1 Tripartite Group

No report.

112.2 Kelvedon Community Association

It was noted that KCA and KI would be having a joint meeting on Monday 9 January 2012.

112.3 Kelvedon in Bloom/Brockwell Group

No report

112.4 RCCE

No report.

112.5 Kelvedon Institute

It was noted that KI and KCA would be having a joint meeting on Monday 9 January 2012.

112.6 Any Other Outside Bodies

112.6.1 Packhorse Bridge Society

Cllr Pilbeam advised the Council of the excellent progress made on the restoration of the bridge.

112.6.2 Youth Forum Disco

Cllr Dixon advised that the next disco would be held on 13 January 2012.

113/2011-12 Correspondence, and items from EALC

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

114/2011-12 Highways and Road Safety Matters

114.1 Rivenhall HGVs

Councillors Dixon and Dossett confirmed that a meeting had been held with Cllr Abbott on 31 December to discuss the Oak Road problems. The Council was advised that ECC are proposing to introduce a uni-directional weight limit along Oak Road affecting vehicles entering onto Oak Road from its junction with Henry Dixon Road. Rivenhall Parish Council is currently in discussion with ECC and the Highways Agency with regard to funding.

The Council agreed to support the approach outlined by Cllr Abbott providing it is only a one-way weight restriction only and that no weight restriction affects traffic entering Oak Road from the A12 north bound exit. It was agreed that the Clerk should contact Cllr Abbott to request that the exact proposals are put in writing to KPC before the Council confirms its support to ECC.

114.2 Tiptree Jam Factory

The Clerk confirmed that a response to the proposals had been sent to Colchester Borough Council detailing the concerns that KPC have with regard to increased traffic through the village as result of further development in Tiptree.

115/2011-12 Community Safety and Health

115.1 Brimpton House Surgery

Cllr Dossett reported Dr Macnamara's patients have been advised that he will be leaving the Practice. The Clerk confirmed that a letter had been sent to the surgery outlining the Parish Council's concerns regarding the matter.

116/2011-12 Accounts for Payment

116.1 To agree the following accounts for payment

Cheque no.	Payee	Purpose	£
105535	Kempco Ltd	Stationery	8.39
105536	Anglian Water	OFS, pavilion & allotments	326.40
105537	G Bass	Grass cutting, pl fd & Bwell Mead	2,527.65
105538	A&J Lighting Solutions	Street light repair, The Chase	103.74
105539	Ridgeons	Xmas Its supplies & PHBS grant	24.46
105540	L Hill	Mileage claim	15.75
105541	Toms Farm Shop	Christmas trees	219.70
105542	Feering & Kelvedon Museum	Grant	200.00
105543	Essex Wildlife Trust	Annual subscription	40.00
105544	Olympic Sign Services	Car park stickers	38.88
105545	Cash	Petty cash	121.39
105546	HMRC	Tax & NI, Jan	554.63

DD	Entanet	OFS broadband, Jan	19.78
SO, 105547,8,9	Staff	Salaries and wages	2,587.91
Total			6,788.68

Signed:

Date: