

Kelvedon Parish Council

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

17 December 2015

Dear Councillor

Members of the Council are summoned to attend the meeting of the Council at 7.30 pm on Tuesday 5 January 2016 in the Council Chamber, to transact the business shown in the agenda.

Members are reminded to declare any personal or prejudicial interests as they arise on the Agenda.

The public and press are welcome to be present.

Kevin Money
Locum Parish 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 of the Full Council meeting held on 1 December 2015.
- 3 Declarations of Interest**
- 4 County Councillor, District Councillor(s) and Police Reports/village policing**
- 5 Public Discussion**
The Public are invited to discuss issues within Kelvedon – **3 minutes maximum each person**. Meeting to be adjourned if discussion takes place.
- 6 Clerk's Reports**
 - 6.1** To receive questions on Clerk's report.
 - 6.2** To receive questions on Financial report
- 7 Clerk Vacancy**
Cllrs to confirm interview panel and process/arrangements.
- 8 Swan Street**
Council to re-affirm its position.
- 9 Allotments**
Condition of entrance to site (pot holes).

- 10 **Container/garage security**
- 11 **KPC Insurance**
- 12 **Installation of two new litter bins on Brockwell Meadow**
Council to note that the PAMW has recently installed two litter bins adjacent to the existing dog bins on Brockwell meadow.
- 13 **River Blackwater**
 - 13.1 **Reed & Weed clearance** – update from Cllr Minns
 - 13.2 **Coggeshall/Feering/Kelvedon Flood Risk Management**
Cllrs to consider joint meetings/responses with Coggeshall & Feering to discuss the planned revision of the Emergency Plan (Cllr Pilbeam).
- 14 **Station Road parking matters**
Update following meeting held with residents on 17.12.15 (Cllrs Lancashire & Minns).
- 15 **Land transfer Kingfisher Way**
Update on transfer of land to KPC.
- 16 **Reports from Committees**
 - 16.1 **Planning**
 - 16.1.1 **Planning**
November meeting – confirmed minutes have been circulated.
December meeting – draft minutes have been circulated. Next meeting due to be held on 11 January 2016.
 - 16.2 **Finance**
 - 16.2.1 **Finance**
Next meeting to be held 9 March 2016.
 - 16.2.2 **Grant applications for 2016-17 to be ratified following Finance Committee's recommendations.**
 - 16.2.3 **Precept for 2016-17 to be signed off following Finance Committee's recommendations.**
 - 16.3 **Personnel Sub-Committee**
 - 16.3.1 Next meeting to be held 9 March 2016.
 - 16.4 **General Purpose Committee**
 - 16.4.1 Select committee members.
 - 16.4.2 Arrange date/time for first meeting.
- 17 **Regular items/reports from working parties**
 - 17.1 **Neighbourhood Plan** – Cllrs Blackwell & Martin
 - 17.2 **IWMF** – Cllrs Holmes, Hooper, Lancashire & Martin
 - 17.3 **High Street Car Park** – Cllrs Hooper, Lancashire, Minns & Pilbeam
 - 17.4 **Blackwater Aggregates** – Cllr Holmes
 - 17.5 **BALC** – Cllrs Buttery & Martin
 - 17.6 **5 Year Plan** – Cllr Lancashire
- 18 **To receive written reports from representatives on outside organisations**
- 19 **Correspondence and items from EALC**
- 20 **Highways and Road Safety matters**
 - 20.1 **Local Highways Panel Request Form**

Essex Highways request for Parish Councils to discuss potential schemes for the BDC Local Highways Panel to consider for funding in the 2016-17 year.

21 Facebook/Twitter update – report from Cllr Hooper

22 Accounts for payment

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

23 Date of next planned Full Council meeting

Tuesday 2 February 2016 at 7.30 pm.