

Kelvedon Parish Council

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

25 February 2016

Dear Councillor

Members of the Council are summoned to attend the meeting of the Council at 7.30 pm on Tuesday 1 March 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.

Mrs S Green
Clerk's Assistant

A G E N D A

- 1 Welcome to newly appointed Parish Clerk – Philippa Potter**
- 2 Apologies for Absence**
To receive any apologies for absence.
- 3 Confirmation of minutes**
To confirm the minutes of the meeting of the Full Council meeting held on 2 February 2016.
- 4 Declarations of Interest**
- 5 County Councillor, District Councillor(s) and Police Reports**
- 6 Public Discussion**
The Public are invited to discuss issues within Kelvedon – **3 minutes maximum each person**. Meeting to be adjourned if discussion takes place.
- 7 Clerk's Reports**
- 8 Swan Street – update (railings)**
- 9 Allotments**
Access to allotments – update (potholes).
Allotment lease – renew or let roll on?
- 10 APA**
Council to consider inviting a representative from CAUSE

- 11 Councillor Vacancy**
Closing date 5 pm on 7 March 2016.
No applications received as at 25 February.
- 12 KPC Council chamber/office**
Council to consider possible re-decoration.
- 13 River Warden – Cllr Pilbeam**
Council to ratify Cllr Pilbeam’s appointment as volunteer river warden with the Essex River Hub.
- 14 BDC Local Plan – Call for sites**
Additional sites for consideration (response required by 18 March 2016).
- 15 Reports from Committees**
- 15.1 Planning**
- 15.1.1 Planning**
January meeting – confirmed minutes have been circulated.
February meeting – draft minutes have been circulated. Next meeting due to be held on 7 March 2016.
- 15.2 Finance**
- 15.2.1 Finance**
Next meeting to be held 9 March 2016.
- 15.3 Personnel Sub-Committee**
- 15.3.1** Next meeting to be held 9 March 2016.
- 15.4 General Purpose Committee**
- 15.4.1** Next meeting due to be held on 16 March 2016.
- 15.4.2 Terms of Reference (previously circulated)**
To be agreed.
- 16 Regular items/reports from working parties**
- 16.1 Neighbourhood Plan – Cllrs Blackwell & Martin**
- 16.2 IWMF – Cllrs Hooper, Lancashire & Martin**
- 16.3 High Street Car Park – Cllrs Hooper, Lancashire, Minns & Pilbeam**
- 16.4 Blackwater Aggregates – Cllr nominee required**
- 16.5 BALC – Cllrs Buttery & Martin**
- 16.6 5 Year Plan – Cllr Lancashire**
- 16.7 A120 Community Forum**
- 17 To receive written reports from representatives on outside organisations**
- 18 Correspondence and items from EALC**
- 19 Highways and Road Safety matters**
- 20 Facebook/Twitter update – report from Cllr Hooper**
- 21 Accounts for payment**
To agree the accounts for payment; a list will be available at the meeting.
- 22 Items for April Agenda**
Cllrs are invited to submit items for inclusion on the agenda by 18 March.
- 23 Date of next planned Full Council meeting**
Tuesday 5 April 2016 at 7.30 pm.

24 Vote on Private Session

Exclusion of Press & Public

The Council agreed to exclude the press and public from the remainder of the meeting under the Public Bodies (Admission to meetings) Act 1960 as the following item contains confidential information.

Swan Street – Freedom of Information Request (previously circulated)