

Kelvedon Parish Council

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

26 May 2016

Dear Councillor

Members of the Council are summoned to attend the meeting of the Council at 7.30 pm on **Tuesday 7 June 2016** in the Council Chamber, to transact the business shown in the agenda.

Members are reminded to declare any disclosable pecuniary or non-pecuniary interests at Item 29/16-17, or as they arise on the Agenda.

The public and press are welcome to be present.

Philippa Potter

Parish Clerk

A G E N D A

- 28/16-17 Apologies for Absence**
To receive any apologies for absence.
- 29/16-17 Declarations of Interest**
- 30/16-17 Confirmation of Minutes**
To confirm the minutes of the full Council meeting held on 3 May 2016 and to confirm the minutes of the Extraordinary meeting of the Council held on 23 May 2016.
- 31/16-17 County Councillor, District Councillor(s) and Police Reports**
- 32/16-17 Public Discussion**
The public are invited to discuss issues within Kelvedon – **3 minutes maximum each person.**
- 33/16-17 Clerk's Reports**
- 34/16-17 Co-option of Councillor**
Council to consider how it wishes to proceed (deadline for election 25 May 2016).
- 35/16-17 BDC Local Plan & Neighbourhood Plan**
- 36/16-17 Adoption of Standing Orders**
- 37/16.17 Asset Register**
To agree revised Asset Register and adopt as working document.
- 38/16-17 Approval of Annual Governance Statement 2015-16**
- 39/16-17 Approval of Accounting Statements 2015-16**

40/16-17 Outside light on 1 Spurgeon Place

41/16-17 PAMW equipment

Cllrs to give consideration to purchase of cordless drill & mower.

42/16-17 Reports from Committees

42.1 Planning

42.1.1 April meeting, confirmed minutes have been circulated. May meeting – draft minutes have been circulated. Next meeting due to be held 20 June 2016.

42.2 Finance

42.2.1 Next meeting due to be held 15 June 2016.

42.2.2

42.3 Personnel sub-committee

42.3.1 Next meeting due to be held 15 June 2016.

42.4 General Purpose Committee

42.4.1 Meeting date to be arranged.

42.5 Neighbourhood Plan Committee

42.5.1 Specific committee members to be confirmed

42.5.2 Confirm date of first meeting.

43/16-17 Regular items/reports from working parties

Cllr nominations required to sit on the following working parties.

43.1 IWMF (Hooper, Lancashire, Martin)

43.2 High Street Car Park (Hooper, Lancashire, MInns)

43.3 Blackwater Aggregates (Lancashire)

43.4 BALC (Buttery)

43.5 5 Year Plan (L Humpington, Lancashire)

43.6 A120 Community Forum (any available Cllr)

44/16-17 To receive written reports from representatives on outside organisations

45/16-17 Correspondence, and items from EALC

46/16-17 Highways & road safety matters

47/16-17 Facebook/Twitter Update – Report from Cllr Hooper

48/16-17 Accounts for payment

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