

## KELVEDON PARISH COUNCIL

### MINUTES

OF THE MEETING OF THE FULL COUNCIL HELD ON TUESDAY 8 JANUARY 2019  
AT 8.00 PM IN THE COUNCIL CHAMBER

#### Present

Chair: Cllr Jayatillake  
Councillors: Cllr Astley, Cllr Goode, Cllr Leach, Cllr Martin, Cllr Pilbeam,  
Cllr Tremain  
Clerk: P Potter

- 143/18-19 Apologies for Absence**  
Apologies were received and accepted from Cllr Anderson, Cllr Hooper, Cllr Minns and Cllr Ormond
- 144/18-19 Declarations of Interest**  
None declared.
- 145/18-19 Confirmation of Minutes**  
It was Proposed Cllr Martin, Seconded Cllr Tremain and unanimously resolved that the minutes of the meeting of the Full Council held on 4 December 2018 are a true record and were signed accordingly.
- 146/18-19 County Councillor and District Councillor Report**  
None present.
- 147/18-19 Public Forum**  
None present.
- 148/18-19 Clerk's Report**  
The report had been previously circulated and noted by Councillors.
- 149/18-19 Finance Report**  
The report will be circulated after the meeting.
- 150/18-19 Kelvedon Library: Essex County Council Future Library Service Strategy Consultation**  
Following discussion, it was Proposed Cllr Pilbeam, Seconded Cllr Tremain and unanimously agreed that the Parish Council's position is to work towards Essex County Council (ECC) moving Kelvedon Library into category 'Tier 3' under the consultation. This would enable a community library to be set up, with the backing of ECC. A meeting has been proposed by the District Cllr Elliott to bring all interested parties together to move this forward, which KPC will be attending.
- 151/18-19 Budget and Precept – 2019/20**  
The budget and proposed precept had been previously circulated, and was discussed. It was Proposed Cllr Pilbeam, Seconded Cllr Tremain and unanimously Resolved to set the budget and precept demand for 2019/20, at £108,072. This equates to a Band D figure of £81.83, representing an increase of 5.72% on 2018/19.

**152/18-19 Investment Strategy Policy**  
 It was Proposed Cllr Pilbeam, Seconded Cllr Tremain and unanimously Resolved to adopt the Investment Strategy Policy.

**153/18-19 Investment Proposal – Funds on Deposit**  
 The Clerk had previously circulated details of the funds managed by CCLA, who specialise in investments for charities and local authorities. It is proposed to invest between £200-250,000 in a medium term investment, leaving around £40,000 on deposit with NatWest Bank, and the remainder of Parish Council funds in the NatWest current account. It was Proposed Cllr Pilbeam, Seconded Cllr Astley and unanimously agreed that the Finance Committee bring a final proposal back to the February Parish Council meeting for a final decision.

**154/18-19 Allotment Committee**  
**154.1:** It was Proposed Cllr Tremain, Seconded Cllr Astley and unanimously Resolved to adopt the Terms of Reference for the Allotment Committee.  
**154.2:** It was Proposed Cllr Pilbeam, Seconded Cllr Astley and unanimously Resolved to adopt the Beekeeping on the Allotments Policy.

**155/18-19 Accounts for payment**  
 It was Proposed Cllr Martin, Seconded Cllr Tremain and unanimously resolved to make the following payments:

DD	Utility Warehouse	Landline & broadband December 2018	38.41
S/O	Julia MacKay Properties	KPC office rent 1-31 January 2019	666.67
107025	Deal of Kelvedon	Rental of Lock Up December 2018	40.00
107026	Kempco	Stationery	66.64
107027	Metric	Car Park Machine Ticket Rolls	113.69
107028	David Ogilvie Engineering	Centenary Bench	992.40
107029	LexisNexis	Copy of Local Council Administration 11th Ed	111.13
107030	Doe Motors Ltd	Fuel	120.21
107031	Ridgeons	PAMW Supplies	71.08
107032	Rebecca Saunders	PR Fee	160.00
107033	Towergate	Kelvedon Museum Insurance Premium	305.62
107034	B W Whiffin & Co Ltd	Payroll Costs Month 10	48.00
107035	HMRC	Tax & NI month 9	622.10
107036	Essex Pension Fund	Pension ees, ers & admin mth 10	444.00
107037-9	Staff	Salaries mth 10	2,764.96

Signed .....

Date .....