

# Kelvedon Parish Council

---

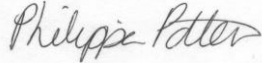
Suite 1, The Old Bank, 63 High Street, Kelvedon, Essex CO5 9AE

The next meeting of  
**Kelvedon Parish Council**

will be held on  
**Tuesday 6 March 2018**  
**at 7.30pm**

in the Council Chamber, for the purpose of transacting the business shown in the agenda below.

The public and press are welcome to be present.  
**Please note that this meeting may be recorded**



Clerk  
01 March 2018

---

## A G E N D A

- 183/17-18 Apologies for Absence**  
Members are reminded that the LGA 1972, S85 states that apologies for absence must be received prior to a meeting.
- 184/17-18 Declarations of Interest**  
To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting.
- 185/17-18 Confirmation of Minutes**
- To agree that the minutes of the meeting held on 6 February 2018 are a true record and be signed accordingly.
- 186/17-18 County Councillor and District Councillor Reports**
- 187/17-18 Public Discussion**  
The public are invited to discuss issues within Kelvedon – **3 minutes maximum each person.**
- 188/17-18 Clerk's Reports**
- General report
  - Finance report
- 189/17-18 Grant Applications**  
To determine the following grant applications:
- Feering & Kelvedon Garden Club
  - Feering Good Companions
- 190/17-18 Praise in the Park 2018**  
To consider the request from Kelvedon URC to use the Recreation Ground for their annual Praise in the Park service on Sunday 10 June between 3 and 5 pm.

- 191/17-18 Internal Control Procedures**  
To undertake the annual review of the internal control procedures, and to agree the Internal Control Policy.
- 192/17-18 Asset Register**  
To undertake the annual review of the Asset Register, for approval.
- 193/17-18 Operational and Financial Risk Assessment**  
To undertake the annual review of the Operational and Financial Risk Assessment, for approval.
- 194/17-18 Tree Survey – Brockwell Meadow**  
To receive the tree survey for Brockwell Meadow and agree to progress work identified as needing immediate action, according to quote received.
- 195/17-18 Refill Campaign**  
To agree to KPC's participation in this national campaign.
- 196/17-18 Committees**
- 196.1 Planning**
- 196.1.1** February Planning Committee – draft minutes not yet circulated.
- 196.1.2 Draft Planning Enforcement Strategy**  
To consider and comment on the previously circulated draft document.
- 196.1.3** Next meeting to take place on Monday 19<sup>th</sup> March at 7.30 pm
- 196.2 Finance**  
Next meeting to take place on Wednesday 14 March at 7.30 pm.
- 196.3 Personnel sub-committee**  
Next meeting to take place on Wednesday 14 March following the Finance committee meeting.
- 196.4 General Purpose Committee**  
To be arranged when required.
- 196.5 Neighbourhood Plan Committee**
- 196.5.1** Next meeting to take place on Monday 19 March following the Planning committee meeting.
- 197/17-18 Environment Reports – Cllr Pilbeam**
- Brockwell Meadow
  - Tree Warden
  - Allotments
- 198/17-18 Accounts for payment**  
To agree the accounts for payment.