

Kelvedon Parish Council

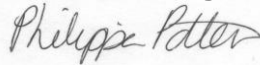
Suite 1, The Old Bank, 63 High Street, Kelvedon, Essex CO5 9AE

The next meeting of
Kelvedon Parish Council

will be held on
Tuesday 5 June 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
31 May 2018

A G E N D A

22/18-19 Apologies for Absence

Members are reminded that the LGA 1972, S85 states that apologies for absence must be received prior to a meeting.

23/18-19 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.

24/18-19 Confirmation of Minutes

- To confirm that the minutes of the Annual meeting of the Council held on 1 May 2018 are a true record and be signed accordingly.

25/18-19 County Councillor, District Councillor(s) and Police Reports

26/18-19 Public Discussion

The public are invited to discuss issues within Kelvedon – **3 minutes maximum each person.**

27/18-19 Clerk's Reports

- General report
- Finance report

28/18-19 Data Protection Documents

To approve and adopt the following documents:

- Data Protection Policy
- Subject Access Request Policy
- Privacy Notices

29/18-19 Health and Safety

To agree to the following:

- Purchase of a 'Door-guard' device, up to an amount of £120.

To approve and adopt the following documents:

- Risk Assessment – Working in the Office
- Approval and adoption of PAMW Risk Assessments

30/18-19 Standing Orders

To approve the revised Standing Orders.

31/18-19 Parking Restrictions

To decide whether to support a proposal to lift parking restrictions on bank holidays and, if so, whether the Parish Council agrees to a contribution towards the cost of the changes to signage.

32/18-19 Reports from Committees

32.1 Planning Committee

32.1.1 May meeting – draft minutes have not yet been circulated.
Next meeting to take place on Tuesday 19 June.

32.1.2 Planning Application:

17/02271/OUT – Land adjacent to Watering Farm, Coggeshall Road.

Outline application with All Matters Reserved except for Access for up to 35 dwellings, Open Space and Parkland with access from Coggeshall Road.

32.2 Finance Committee

32.2.1 March meeting – draft minutes circulated.
Next meeting to take place on Wednesday 13 June.

32.3 Neighbourhood Plan Committee

32.3.1 Next meeting date to take place on Tuesday 19 June.

32.4 Allotment Committee

32.4.1 Next meeting date to take place on Tuesday 11 September.

32.5 Pavilion Working Party

32.5.1 To meet as and when required.

33/18-19 Environment Reports – Cllr Pilbeam

- Brockwell Meadow
- Tree Warden
- Allotments

34/18-19 Accounts for payment

To agree the accounts for payment.

35/18-19 Exclusion of the Public & Press

To resolve to exclude the public and press under the Public Bodies (Admission to meetings) Act 1960 from item 36/18-19, to enable the Parish Council to consider confidential staffing matters.

36/18-19 NALC Pay Scales

- To agree to implement the increased Pay Scales as advised by NALC.