

Kelvedon Parish Council

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

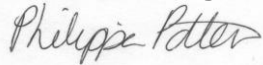
The next meeting of
Kelvedon Parish Council

will be held on

**Tuesday 5 September 2017
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

23 August 2017

A G E N D A

73/17-18 Apologies for Absence

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

74/17-18 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.

75/17-18 Confirmation of Minutes

To agree that the minutes of the meeting held on 4 July 2017 are a true record and can be signed accordingly.

76/17-18 County Councillor, District Councillor(s) and Police Reports

77/17-18 Public Discussion

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

78/17-18 Clerk's Reports

- General report
- Finance report

79/17-18 Kelvedon Neighbourhood Plan – Appointment of Planning Consultant

To agree to engage the services of Ann Skippers Planning, as a Planning Consultant to provide planning advice for the emerging Kelvedon Neighbourhood Plan policies, at an estimated cost of up to £3,600 for services and expenses.

80/17-18 Allotment Management

To agree to hand over the day to day running of the allotments to the Allotment Association.

- 81/17-18 Allotment Equipment Purchase/Grant Request**
To agree to purchase a lawn mower and strimmer for the use of the Allotment Association, to maintain the allotment site, and to agree to putting in a grant request to District Councillors to part fund the equipment.
- 82/17-18 High Street Car Park – Consideration of Commercial Request (Street Trading)**
To agree whether to pursue negotiations with the owner of a mobile food outlet to trade from the High Street Car Park.
- 83/17-18 Pavilion – Asbestos Survey**
To agree to undertake an asbestos survey of the building.
- 84/17-18 Signage – Brockwell Meadow, Recreation Ground, Thorne Road play area**
To agree the purchase of warning signage at the above locations, further to receipt of further quotes.
- 85/17-18 Tree Works**
- To agree to the expenditure of up to £500 on a tree survey at Brockwell Meadow.
 - To agree to the quotation received for £1,600 for works to trees on the green.
- 86/17-18 Willow Plantations**
To receive information from J S Wright & Sons clarifying the areas of land where no public rights of way exist and to agree whether further action needs to be taken by the Parish Council to provide signage at these areas.
- 87/17-18 Grants**
- To agree to donate the refund received from BDC of around £186, to the Kelvedon Festival to bring the total amount granted to the agreed £800 for the 2017 Festival
 - To agree the way forward for the grants system, for the 18/19 year.
- 88/17-18 Kelvedon News Magazine – Report from Editor (Cllr Jayatillake)**
To receive a report on the current running and support of the magazine.
- 89/17-18 Policy for Expected Income**
To agree to adopt the above policy.
- 90/17-18 Electricity contract – The Old Fire Station**
To agree the renewal of the electricity contract for The Old Fire Station building
- 91/17-18 BDC Community Governance Review**
To note the current public consultation, specifically that the number of Councillors for Kelvedon Parish Council be increased from 11, to 12.
- 92/17-18 Link from KPC Website**
To agree whether to authorise a link from the KPC website to an organisation called Rehab Recovery, who provide help and advice for those recovering from addiction and mental health issues.
- 93/17-18 Reports from Committees**
- 93.1 Planning**
- July meeting – draft minutes circulated.
 - Next meeting to take place on **Tuesday** 12 September at 7.30 pm.
- 93.2 Finance**

- Next meeting to take place on 13 September at 7.30 pm.

93.3 Personnel sub-committee

- Next meeting to take place on 13 September, after the conclusion of the Finance meeting.

93.4 General Purpose Committee

- Next meeting TBA.

93.5 Neighbourhood Plan Committee

- Next meeting to take place on 12 September, following the planning committee meeting.

94/17-18 Environment Reports – Cllr Pilbeam

- Brockwell Meadow
- Tree Warden
- Allotments

95/17-18 Accounts for payment

To agree the accounts for payment.