

# Kelvedon Parish Council

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

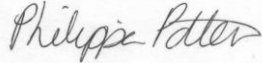
The next meeting of  
**Kelvedon Parish Council**

will be held on

**Tuesday 4 September 2018  
at 7.30 pm**

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

**30 August 2018**

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## A G E N D A

**66/18-19 Apologies for Absence**

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

**67/18-19 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.

**68/18-19 Confirmation of Minutes**

To confirm that the minutes of the following meetings of the Full Council are a true record and be signed accordingly

**68.1** 3 July 2018.

**68.2** 16 July 2018

**69/18-19 County Councillor and District Councillor Reports**

**70/18-19 Public Discussion**

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

**71/18-19 Clerk Report**

To note the previously circulated report and ask any questions.

**72/18-19 Finance Report**

To note the previously circulated report and ask any questions.

**73/18-19 Appointment of Vice-Chairperson for 2018-19**

To appoint the Vice-Chairperson of the Council for 2018-19.

**74/18-19 Review of Committee Membership and Start Times of Meetings**

To discuss the number of Committee members and the start times of Committee and Parish Council meetings.

**75/18-19 Review of Appointment of Parish Council Representatives**

- To appoint a Councillor to undertake the quarterly internal financial reviews.
- To appoint a Councillor(s) as representative for the following:
  - Bradwell Pit Liaison Group
  - RCCE
  - TVVA (in conjunction with Cllr Astley)
  - IWMF

**76/18-19 Co-option of Parish Councillor**

To agree to advertise the current casual vacancy, the deadline for applications, to establish the interview panel and set date(s) for interviews.

**77/18-19 Community Support for the Parish Council**

To discuss how best to utilise expertise and research information from parishioners on specialist or complex areas, to inform policy and opinion.

**78/18-19 Community Orchards/Orchards East Project**

To discuss taking part in the Orchards East Project being undertaken by the University of East Anglia and the setting up of a community orchard in the parish.

**79/18-19 Tree Works – The Green and The Recreation Ground**

- To agree to RBS Tree Surgery carrying out urgent works to trees on the Recreation Ground at a total price of £3850 (+VAT).
- To receive Tree Surveys for both areas and agree to management plan as per proposed timescales for less urgent work to be undertaken.

**80/18-19 Preventing Fraud – How to Spot It Event – Essex Police**

To agree to support this event in October, and to assist with the expense of hiring the Institute, at a cost of around £30.

**81/18-19 Kelvedon Community Festival**

To give permission for the use of the Recreation Ground for the Community Festival on Saturday 13 July 2019.

**82/18-19 WW1 Centenary Commemorations**

To receive information regarding the Parish Council's role in the commemorations at this year's Remembrance Sunday.

**83/18-19 Reports from Committees**

**83.1 Planning Committee**

**83.1.1** July meeting – draft minutes have been circulated.

**83.1.2** Next Meeting to be held on 18 September.

**83.2 Neighbourhood Plan Committee**

Next meeting to be held on 18 September.

**83.3 Finance Committee**

Next meeting to be held on 12 September.

**83.4 Allotment Committee**

Next meeting date to be advised.

**83.5 Pavilion Working Party**

Next meeting to be held on 12 September

**84/18-19 Environmental Reports – Cllr Pilbeam**

- Brockwell Meadow
- Tree Warden

- Allotments

**85/18-19 Accounts for Payment**

To note the payments made between meetings and to agree the accounts for payment.

**86/18-19 Exclusion of the Public & Press**

To resolve to exclude the public and press under the Public Bodies (Admission to meetings) Act 1960 from items 87/18-19 and 88/18-19, to enable the Parish Council to consider confidential matters relating to Council owned property.

**87/18-19 Pavilion & Recreation Ground**

To consider draft proposals put forward by the Pavilion working party and to agree to them to be costed.

**88/18-19 High Street Car Park**

To consider the Council's view and agree the way forward.