

Kelvedon Parish Council

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

02 February 2017

Dear Councillor

Members of the Council are summoned to attend the meeting of the Council at 7.30 pm on **Tuesday 7 February 2017** in the Council Chamber, to transact the business shown in the agenda.

Members are reminded to declare any disclosable pecuniary or non-pecuniary interests at Item 199/16-17, or as they arise on the Agenda.

The public and press are welcome to be present.

Please note that this meeting may be recorded

Philippa Potter

Parish Clerk

A G E N D A

- 198/16-17 Apologies for Absence**
To receive any apologies for absence.
- 199/16-17 Declarations of Interest**
- 200/16-17 Confirmation of Minutes**
To confirm the minutes of the Full Council meeting held on 3 January 2017.
- 201/16-17 County Councillor, District Councillor(s) and Police Reports**
- 202/16-17 Public Discussion**
The public are invited to discuss issues within Kelvedon – **3 minutes maximum each person.**
- 203/16-17 Clerk Reports**
- General report
 - Finance report
- 204/16-17 Standing Orders**
To be formally adopted by Council following update (noting addition regarding recording of meetings) in line with current legislation.
- 205/16-17 Review of Council charging structure for 2017-18**
To be discussed and agreed (document previously circulated).
- 206/16-17 Pavilion – lease**
To agree to instruct Thompson, Smith & Puxon to investigate the current status of the lease pertaining to the pavilion building on the recreation ground.
- 207/16-17 Kelvedon Community First Responders**
To discuss request for a donation towards equipment for the Kelvedon Community Responder.

208/16-17 Reports from Committees

208.1 Planning

208.1.1 January meeting, draft minutes circulated. Next meeting due to be held 20 February 2017 at the Institute 8 pm.

208.2 Finance

208.2.1 Next meeting due to be held 15 March 2017.

208.3 Personnel sub-committee

208.3.1 To approve Terms of Reference.

208.3.2 Next meeting due to be held 15 March 2017.

208.4 General Purpose Committee

208.4.1 January meeting, draft minutes not yet circulated. Next meeting due to be held 21 February 2017.

208.5 Asset Management Committee

208.5.1 January meeting, draft minutes not yet circulated. Next meeting due to be held 21 February 2017.

208.6 Neighbourhood Plan Committee

208.6.1 January meeting, draft minutes not yet circulated.

208.6.2 Monthly report & update

208.6.3 Next meeting date to be agreed.

209/16-17 Regular items/reports from working parties

209.1 IWMF (Hooper, Lancashire, Martin)

209.2 Blackwater Aggregates (Lancashire)

209.3 BALC (Buttery)

209.4 A120/A12 Community Forum (any available Cllr)

209.5 Brockwell Meadow (Pilbeam)

209.6 Tree Warden (Pilbeam)

210/16-17 To receive written reports from representatives on outside organisations

211/16-17 Correspondence, and items from EALC

212/16-17 Highways & road safety matters

213/16-17 Facebook/Twitter Update – Report from Cllr Hooper

214/16-17 Accounts for payment

To agree the accounts for payment; a list will be available at the meeting.