

KELVEDON PARISH COUNCIL

MINUTES

OF THE MEETING OF THE FULL COUNCIL HELD ON TUESDAY 2 APRIL 2019 AT 8.00 PM IN THE COUNCIL CHAMBER

Present

Chair: Cllr Jayatillake
Councillors: Cllr Anderson, Cllr Goode, Cllr Hooper, Cllr Leach, Cllr Martin, Cllr Pilbeam and Cllr Tremain

Clerk: P Potter
Clerk's Assistant: S Green

Also Present: County and District Cllr R Mitchell
Two representatives from the Environment Agency
One representative from Blackwater Aggregates

197/18-19 Coggeshall, Feering and Kelvedon Flood Alleviation Scheme

It was agreed to bring this item forward.

A detailed and informative slide-show presentation was given to Councillors by the representatives of the Environment Agency regarding the proposed Flood Alleviation scheme, which would be in conjunction with Blackwater Aggregates. The aim of the scheme being to provide protection for up to a 1 in a 100 year event. This would involve the creation of a dam and off-line storage area, in order to enable storage of 3 million m³ of water as an extension to the existing flood plain (not a lagoon). Funding is to be provided by Blackwater Aggregates which would be realised through their normal extraction operations. A scoping request and Environmental Impact Statement is currently submitted with ECC, with the planning application due to be submitted in November 2019. Councillors were advised that Public Engagement Events would take place in May 2019 in Coggeshall, Kelvedon and Feering. The Parish Council thanked the Environment Agency and Blackwater Aggregates for taking the time to make the presentation and providing the information.

190/18-19 Apologies for Absence

Apologies were received and accepted from Cllr Astley, Cllr Minns and Cllr Ormond.

191/18-19 Declarations of Interest

Cllr Hooper declared a pecuniary interest in agenda item 199/18-19 (Parish Council IT) as he has an interest in one of the tendering companies.

192/18-19 Confirmation of Minutes

It was Proposed Cllr Anderson, Seconded Cllr Leach and unanimously resolved that the minutes of the meeting of the Full Council held on 5 March 2019 are a true record and were signed accordingly.

193/18-19 County Councillor and District Councillor Report

Cllr Mitchell reported that little had changed since giving his detailed report at the recent Annual Parish Assembly, however, with regard to a couple of issues which were raised in the discussion, the Clerk updated the Council on the situation regarding the use of the Angel corner for parking by Grangewood building contractors, amongst others. It was noted that this was in breach of

one of the planning conditions attached to the Grangewood development permission and BDC would be advised if the situation continues.
The Clerk also advised the Council that she would be approaching BDC to request clearance of litter along Hollow Road.

194/18-19 Public Forum

None present.

195/18-19 Clerk's Report

The following points were noted:

195.1 Memorial Tree now planted on Brockwell Meadow.

195.2 The archaeological finds, from the development of the Institute Small Hall, have now been transferred to the Kelvedon and Feering Local History Museum.

195.3 Two new waste bins have now been installed - one on the railings in the High Street car park and the other in the toddler play area at the recreation ground.

196/18-19 Finance Report

To be circulated later in the week.

198/18-19 Community Special Constables

It was Proposed Cllr Jayatillake, Seconded Cllr Pilbeam and unanimously resolved to proceed with the Community Special Constable Scheme subject to a statement being made on the Council's website and other social media platforms explaining in more detail the role(s) and powers of the Special Constables and what the residents of Kelvedon could reasonably expect from the provision of such a service.

It was Proposed Cllr Pilbeam, Seconded Cllr Tremain and unanimously resolved that Kelvedon would make an application for three Community Special Constables at a maximum cost of £1,000 per annum per Constable.

199/18-19 Parish Council IT Management and Server Security Services

Having previously declared a pecuniary interest in this agenda item, Cllr Hooper took no part in the discussion and abstained from voting.

It was Proposed Cllr Goode, Seconded Cllr Tremain and with a majority decision it was resolved to enter into an IT management and security agreement with Rio IT Ltd for an estimated cost of £36 per month, together with a package for support and maintenance.

County and District Cllr Mitchell left the meeting at 9.10 pm.

200/18-19 Planning Application: Land West of Kelvedon Station – 19/00303/VAR

The Clerk advised that she had been unable to speak to the Planning Officer dealing with the application and was, therefore, unable to inform Councillors of the difference between this application and a previous variation which is still live. The Clerk agreed to pursue the matter further with BDC and advise Councillors accordingly as soon as the information becomes available.

201/18-19 Parish Council Investment

It was Proposed Cllr Jayatillake, Seconded Cllr Anderson and unanimously resolved to invest £200,000 with CCLA, in the Local Authorities' Property

Fund, as recommended by the Finance Committee subject to a 'suitability to invest' report being carried out on behalf of KPC by a recommended IFA at a cost of £395.

202/18-19 Health and Safety Policy and Risk Assessment Reviews

It was Proposed Cllr Jayatillake, Seconded Cllr Martin and unanimously agreed that the Health and Safety Policy and Risk Assessment reviews had been satisfactorily carried out and would continue to be monitored on an on-going basis. The documents were therefore approved.

203/18-19 Accounts for Payment

It was Proposed Cllr Tremain, Seconded Cllr Anderson and unanimously resolved to resolved to make the following payments and to note the payments made between meetings:

The following payments made between meetings were noted:			£
Chq no.	Payee	Purpose	
107073	P Potter	Memorial tree for Brockwell Meadows	83.32
107074	UK Point of Sale Grp Ltd	Purchase of 3 'A' frame boards	204.12
107075	Brunel Engraving Co	Plaque for memorial tree	159.30
107076	Burr and Neve LLP	Pav. site visit and prep of budget estimate	1,200.00
107077	Reprohouse	Annual Report Printing	60.00
107078	DAC Planning Ltd	Planning consultancy serv's N'hood Plan	3,547.20
Total			5,253.94

The following amounts for payment were agreed:			£
Chq no.	Payee	Purpose	
DD	Eon	Pavilion electricity Feb 2019	20.45
DD	Utility Warehouse	Office landline and broadband	39.01
SO	Julia MacKay Properties	Office monthly rent 1-30 April 2019	666.67
DD	Wave	Water and sewerage Pavilion April 2019	32.50
107079	Wicksteed Leisure Ltd	Graffiti remover (2 cans)	39.00
107080	Direct-tec UK Ltd	Purchase of new office photocopier	3,204.00
107081	Direct-tec UK Ltd	Copier charges - existing photocopier	72.09
107082	Rebecca Saunders	Communications Consultant	220.00
107083	Glasdon UK Limited	Purchase of two wastebins - rec and car park	371.38
107084	Kempco	Stationery	24.46
107085	Doe Motors Ltd	Fuel for van and equipment	62.25
107086	Braintree District Council	Business rates 19/20 Bellingham Place c/p	736.50
107087	Braintree District Council	Business rates 19/20 High Street c/p	1,767.60
107088	Braintree District Council	Business rates 19/20 office 63 High Street	1,669.40
107089	Mrs Cara Savage	Japanese Knotweed Treatment Allotments	400.00
107090	Nicky Joshua	Printing costs - Kelvedon green spaces	15.00
107091	P Potter	Reimbursement - plaque memorial tree	159.30
107092	Ernest Doe and Sons Ltd	PAMW equipment	14.95
107093	Deal of Kelvedon	Lock up rental March 2019	40.00

107094	Mr I Claydon	Contribution towards elec for street light	18.00
107095	Ridgeons	PAMW supplies	8.40
107096	EALC	EALC and NALC Affiliation fees 2019/20	637.01
107097	D Wallace	Grass cutting Brockwell and recreation grd	106.00
107098	Kelvedon Sandwich Bar	Kelvedon in Bloom Gift voucher costs	28.00
107099	B W Whiffin and Co Ltd	Payroll charge mth 1	48.00
107100	HMRC	Tax and Ni mth 12	686.19
107101	Essex Pension Fund	Pen ees, ers conts and admin charge mth 12	487.41
107102-4	Staff	Salaries April 2019	3,309.89
Total			14,883.46

204/18-19 Exclusion of the Public and Press

It was Proposed Cllr Jayatillake, Seconded Cllr Pilbeam unanimously resolved to exclude the public and press under the Public Bodies (Admission to meetings) Act 1960 from item 205/18-19 to enable the Council to consider confidential property matters.

205/18-19 Parish Council Property

It was Proposed Cllr Jayatillake, Seconded Cllr Tremain and unanimously resolved that the Clerk would make further enquiries.

Signed

Date