

KELVEDON PARISH COUNCIL

MINUTES

OF THE MEETING OF THE FULL COUNCIL HELD ON TUESDAY 4 JUNE 2019
AT 8.00 PM IN THE COUNCIL CHAMBER

Present:

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

Clerk: P Potter
Clerk's Assistant: S Green

19/19-20 Apologies for Absence

Apologies for absence were received and accepted from Parish Councillors Astley, Martin and Ormond and District Councillors Thorogood and Sandum.

20/19-20 Declarations of Interest

Cllr Anderson declared a non-pecuniary interest in agenda item 27 as a member of the Community Festival Committee.

21/19-20 Confirmation of Minutes

It was Proposed Cllr Goode, Seconded Cllr Minns and Resolved that the minutes of the meeting of the Full Council held on 14 May 2019 are a true record and were signed accordingly.

22/19-20 County Councillor and District Councillor Reports

The Clerk gave an update from District Councillors Thorogood and Sandum on their recently circulated report which highlighted the areas of concern within the village relating to traffic, parking and speeding issues. It was noted that KPC had already made tentative enquiries with ECC regarding the carrying out of a comprehensive review of the High Street and that the Clerk would be meeting District Cllr Sandum in the near future to discuss how the Parish Council and District Councillors can work together, and make a unified approach to ECC Highways.

23/18-19 Public Discussion

None present.

24/19-20 Clerk's Reports

24.1 General Report

This was previously circulated by the Clerk. Additional items included:

- Solar Farm visit - Councillors Minns and Pilbeam expressed interest in this - Clerk to follow up.
- The Clerk requested that the Council consider the possibility of making a donation to the Air Ambulance. It was agreed to bring this back to the July meeting for further discussion.

24.2 Finance Report

To be circulated shortly.

25/19-20 Co-option of Parish Councillor for Vacancy

It was Proposed Cllr Jayatillake, Seconded Cllr Pilbeam and unanimously Resolved to proceed immediately with the co-option process, with the vacancy being advertised from 10th

- 28th June; interviews to be held in July and co-option to take place at the September meeting.

26/19-20 Review of Appointment of Parish Council Representatives and Lead Councillors

The list of Parish Council Representatives and Lead Councillors was updated. The revised list would be circulated to all Councillors shortly.

27/19-20 Kelvedon Community Festival

It was Proposed Cllr Pilbeam, Seconded Cllr Tremain and with a majority decision it was unanimously Resolved to request that the Festival organisers approach BDC to adjust the original quotation for Commercial Services, in order to bring the final invoice as close as possible to £1,000 (excl VAT) which would enable funding to proceed.

28/19-20 Brockwell Meadow

It was Proposed Cllr Pilbeam, Seconded Cllr Tremain and unanimously Resolved to purchase five Black Poplar trees at a total cost of approximately £350 for planting on Brockwell Meadow in the autumn. Cllr Pilbeam to arrange with the Clerk.

29/19-20 Highways Devolution – Winter Salt Bag Scheme

It was Proposed Cllr Goode, Seconded Cllr Anderson and with a majority decision it was Resolved not to participate in the scheme this year.

30/19-20 Purchase of New Fridge for KPC Office

It was Proposed Cllr Jayatillake, Seconded Cllr Tremain and unanimously Resolved to agree to purchase a new fridge for the office at a cost of approximately £115 inc vat.

31/19-20 Accounts for Payment

It was Proposed Cllr Jayatillake, Seconded Cllr Tremain and unanimously agreed to make the following payments:

Cheque no.	Payee	Purpose	£
DD	Eon	Pavilion electricity April 19	22.69
DD	Utility Warehouse	Office landline and broadband May 2019	37.08
SO	Julia MacKay Properties	Office rent 1-31 June 2019	666.67
DD	Wave	Allotments water supply June 19	4.50
DD	Wave	Water and Sewerage Pavilion June 19	29.00
107127	Julia MacKay Properties	Office utilities charge Feb - May	57.14
107128	Kempco	Office stationery supplies	20.81
107129	D Wallace	Grass cutting Brock Meadow and rec ground	212.00
107130	James Ryan Thornhill Ltd	Suitability report fee	395.00
107131	S Sharp	PAMW holiday cover	306.00
107132	Dunster House Ltd	Purchase of composting toilet for allotments	1,199.99
107133	Toilet Twinning	Toilet twinning sponsorship	63.00
107134	Doe Motors	Fuel for van	81.54
107135	Deal of Kelvedon	Rental of lock up April and May 19	80.00
107136	NALC	LCR Annual subscription renewal	17.00
107137	Rebecca Saunders	Communications Consultant	120.00
107138	EALC	Councillor Training Day (Cllr Leach)	120.00
107139	B W Whiffin and Co Ltd	Payroll processing charges Mth 03	48.00
107140	Cash	Petty cash top up	145.93

107141	HMRC	Tax and Ni Mth 02	672.92
107142	Essex Pension Fund	Pens ees, ers and admin charge mth 02	548.99
DD	Public Works Loan Board	High Street car park loan - June 2019 paymnt	7,801.33
107143-45	Staff	Staff salaries mth 03	3,171.12
Total			15,820.71

32/19-20 Exclusion of the Public and Press

It was Proposed Cllr Pilbeam, Seconded Cllr Tremain and unanimously resolved to exclude the public and press under the Public Bodies (Admission to meetings) Act 1960 from item 33/19-20 to enable the Council to consider confidential property matters.

33/19-20 Deed of Easement

It was Proposed Cllr Jayatillake, Seconded Cllr Pilbeam and unanimously Resolved to proceed with the granting of a Deed of Easement at The Chase.

Signed
Chair

Date