

Kelvedon Parish Council

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


The next meeting of the
Parish Council
will be held on
Tuesday 7 January 2020
at 8.00 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 check the website – www.kelvedon.org.uk – for latest information regarding times and dates of meetings and any changes.

Please note that this meeting may be recorded



Clerk

02 January 2020

AGENDA

119/19-20 Apologies for Absence

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

120/19-20 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.

121/19-20 Confirmation of Minutes

To confirm that the minutes of the meeting held on 3 December 2019 are a true record and be signed accordingly.

122/19-20 County Councillor and District Councillor Reports

123/19-20 Community Special Constable

Graeme Braby to introduce himself to the Parish Council and discuss policing needs in the parish.

124/19-20 Public Discussion

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

125/19-20 Clerk's Reports

125.1 General report

125.2 Finance report

- 126/19-20 Staffing Sub-Committee**
To agree to re-name and re-designate the Personnel Sub-Committee (under the Finance Committee) as the Staffing Sub-Committee, agree its Terms of Reference and next meeting date.
- 127/19-20 Finance Committee Terms of Reference**
To agree the Finance Committee Terms of Reference following changes made after review.
- 128/19-20 Recreation Ground Playground Tender Package**
To approve the details of the tender package put together by BDC on KPC's behalf to begin the process to design and build the new playground.
- 129/19-20 Budget & Precept 2020/21**
To agree the budget and precept for 2020/21.
- 130/19-20 Pension Policies**
To agree the proposed pension policies.
- 131/19-20 Policy Reviews**
- Grant Policy
 - Pay Review Policy
- 132/19-20 Metal Detecting – Parish Council Land**
To agree on the Parish Council's policy to deal with requests for metal detecting activity on Parish Council land.
- 133/19-20 Accounts for Payment**
To agree the accounts for payment.
- 134/19-20 Exclusion of Press & Public**
To resolve to exclude the public and press under the Public Bodies (Admission to meetings) Act 1960 from items 135-139/19-20, to enable the Parish Council to consider confidential legal and commercial issues.
- 135/19-20 Parish Amenity and Maintenance Warden Role**
To agree how to progress.
- 136/19-20 KPC Office Premises – 63 High Street**
To consider and agree to progress with plans to reconfigure office space.
- 137/19-20 Business Use of Recreation Ground**
- To agree a one-off goodwill payment following electrics failure.
 - To agree how to proceed with business arrangements for using the Recreation Ground.
- 138/19-20 Christmas Shutdown – Discretionary Holiday**
- To agree whether to implement a Christmas shutdown of the Parish Office
 - To agree whether to award discretionary holiday entitlement during Christmas shutdown.
- 139/19-20 Legal Fees – The Chase**
To agree to pay costs incurred regarding negotiations on The Chase.