

Kelvedon Parish Council

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

The next
Parish Council Meeting

will be held virtually via Zoom

on

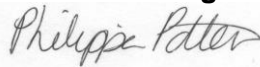
Tuesday 9 March 2021

at 8.00pm

for the purpose of transacting the business shown in the agenda below

The public and press are welcome to be present. Please email the Clerk by 7.30pm on the day of the meeting, for an invitation, if you wish to join.

Please note that this meeting may be recorded



Clerk

04 March 2021

AGENDA

127/20-21 Apologies for Absence

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

128/20-21 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.

129/20-21 Confirmation of Minutes of the Previous Meeting

To agree the minutes of the meeting held 9 February 2021.

130/20-21 Special Constable Graeme Braby – Report

131/20-21 County Councillor and District Councillor Reports

131.1 County Cllr Robert Mitchell

131.2 District Cllrs Jenny Sandum and Paul Thorogood

132/20-21 Public Discussion

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

133/20-21 Clerk's Reports

133.1 General report

133.2 Finance report

134/20-21 Greater Anglia Timetable Consultation

To agree to provide a response to support the maintenance of peak time train provision, and the introduction of an increase in Sunday services to two trains per hour.

- 135/20-21 Maintenance Work – Ditch from Riverside Way to Brockwell Meadows**
To agree works to cut back the scrub and undergrowth from the above ditch, to enable maintenance to adjacent properties' fences, and as preliminary works prior to maintenance and re-profiling in the autumn. Quote from contractors at £590 – includes labour, equipment and waste away.
- 136/20-21 Approval of Preliminary Works to Kingfisher Way Open Space**
To approve the preliminary works to ready Kingfisher Way Open Space for a regeneration and biodiversity project. Overall cost for preliminary work is £6,227, which is to be offset with the receipt of a BDC District Councillor Grant is of £4,150, leaving agreement required for the balance of £2,077.
- 137/20-21 Review of Communication and Social Media Policy**
To review and approve the changes to the above policy.
- 138/20-21 Standing Orders**
To review and approve the Standing Orders.
- 139/20-21 Financial Regulations**
To review and approve the Financial Regulations.
- 140/20-21 Annual Review of Health and Safety Policy**
To review and approve the Health and Safety Policy.
- 141/20/21 Approval of Policies and Documents Recommended from the Finance Committee**
The Finance Committee reviewed the following documents at the meeting held 23 February 2021, and recommend them for approval by Full Council:
- 141.1** Operational and Financial Risk Assessment
 - 141.2** Internal Controls Policy
 - 141.3** Grant Policy
 - 141.4** Asset Register
- 142/20-21 Appointment of Internal Auditor**
To agree to appoint Jan Stobart as the Parish Council's Internal Auditor for the 2020/21 financial year.
- 143/20-21 Accounts for Payment**
To agree the accounts for payment and to note the payments made between meetings.
- 144/20-21 Exclusion of the Public and Press**
To resolve to exclude the public and press under the Public Bodies (Admission to meetings) Act 1960 from items 145/20-21 and 146/20-21, to enable the Parish Council to consider confidential legal, personnel or commercial issues.
- 145/20-21 Toddler Playground Tender**
To approve the scoring of the results of the tender process undertaken by Braintree District Council with regard to the Recreation Ground Toddler Playground.
- 146/20-21 The Chase – Access and Maintenance**
To discuss the Parish Council's initial position with regard to ongoing access and maintenance issues with regard to the current and possible future easement arrangements.