

Kelvedon Parish Council

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

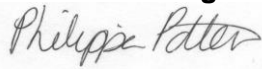
The next
Parish Council Meeting

will be held in the
Small Hall, Kelvedon Institute
Tuesday 9 November 2021
at 8.00 pm

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

The public and press are welcome to be present

Please note that this meeting may be recorded



Clerk

01 November 2021

AGENDA

- 86/21-22 Apologies for Absence**
Members are reminded that the LGA 1972, S85 states that apologies for absence must be received prior to a meeting.
- 87/21-22 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.
- 88/21-22 Approval of Minutes of Previous Meetings**
To approve and sign the minutes of the meeting held 5 October 2021.
- 89/21-22 County Councillor and District Councillor Reports**
- 90/21-22 Public Discussion**
The public are invited to discuss issues within Kelvedon – **3 minutes maximum each person.**
- 91/21-22 Clerk's Report**
To receive the Clerk's Reports.
91.1 General Report
91.2 Finance Report
- 92/21-22 Queen's Platinum Jubilee – June 2022**
To receive a proposal from the KCA regarding an event to commemorate the Queen's Platinum Jubilee and receive backing from the Parish Council.

- 93/21-22 Parish Assembly – 2022**
To discuss ideas for the 2022 Assembly and set a date.
- 94/21-22 Christmas Tree Festival 2021**
To agree whether to go ahead with a Christmas tree for this year’s festival and who will take this forward.
- 95/21-22 Electric Vehicle Charging Points**
To start a discussion on whether the installation of electric vehicle charging points at the High Street Car Park is a viable project to take forward.
- 96/21-22 New Dog Bin**
To agree to site a new dog waste bin on the URC fence, along New Road, with permission having been received from the URC. Approximate costs:
- Dog bin from Glasdon, plus post fixing kit: £116.50.
 - Fitting (S&P Services): £40.00
 - **Total Cost: £156.50**
- 97/21-22 Budget and Precept 2022/23**
To discuss requirements for the 2022/23 budget, to be taken to the Finance Committee on 23 November 2021.
- 98/21/22 Payments**
To agree the following payments to be made (any additional payments will be circulated prior to the meeting):

Method	Payee	Purpose	£
DD	Lloyds Bank	Corporate card charges & office expenses	32.99
DD	EON	Pavilion electricity Sept 21	13.93
DD	Apogee	Colour copier charges	6.05
DD	Utility Warehouse	Office landline & broadband October 2021	48.49
DD	Wave	Pavilion water & sewerage charges Nov 2021	34.00
DD	Wave	Allotment water charges Nov 2021	49.00
SO	Julia Mackay Properties	Office rent November 2021	666.67
DD	Lloyds Bank	Corporate card charges & office expenses	189.32
Online	Julia Mackay Properties	Re-charge of office utilities - Bldgs insurance	168.73
Online	London Road Garage	Van MOT	45.00
Online	Rio IT Ltd	Office IT - Managed workstations	40.61
Online	The Kelvedon Institute	Electricity for car park & cctv	63.06
Online	The Kelvedon Institute	Hire charge for Institute small hall - Nov Planning	22.00
Online	The Kelvedon Institute	Hire charge for Institute small hall - Dec F/C 7/12	22.00
Online	Allotment Tenant	Refund of allotment rental	32.00
Online	Permit Holder	High Street car park - pro-rata refund	62.50
Online	S & P Services	Litter picking and grounds maintenance	2,815.00
Online	Kempco	Office stationery	6.96
Online	D W Maintenance	Grounds Maintenance Brockwell & Rec	300.00
Online	Whiffin & Co Ltd	Payroll processing charge Mth 08	48.00
Online	HMRC	Tax & Ni Mth 07	211.85
Online	Essex Pension Fund	Pension ees, ers & admin charge Mth 07	571.18
Online	Staff	Salaries mth 08	1,684.16

99/21-21 Payments made Between Meetings

To retrospectively approve the payments made between meetings:

Method	Payee	Purpose	£
Online	BALC	Annual membership	40.00
Cheque	Post Office Ltd	KPC van vehicle tax - 12 months	275.00

100/20-21 Receipts

To note monies received since the previous meeting:

Date	From	£
Various	Allotment Renewals	1,232.00
27.10.21	J S Wright & Sons	3,840.00
28.10.21	Hard Play Area – User key deposit	10.00
29.10.21	Lamit Property Fund - Dividend	1,667.30

101/21-22 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 102/21-22 and 103/21-22 to enable the Parish Council to consider confidential staffing and structural matters.

102/21-22 Staffing

To agree on a date to hold a Staffing Sub-Committee meeting and start discussions on arrangements.

103/21-22 Committees, Working Parties, Priorities and Project Work

To discuss the way forward with organising Parish Council work, priorities and projects.