

KELVEDON PARISH COUNCIL

MINUTES

OF THE MEETING OF THE FULL COUNCIL HELD IN THE SMALL HALL, KELVEDON
INSTITUTE
ON TUESDAY 5 OCTOBER 2021
AT 8.00 PM

Present:

Chair: Cllr Jayatillake
Councillors: Cllr Caudwell-Smith, Cllr Goode, Cllr Guy, Cllr Hooper, Cllr Joshua, Cllr Martin, Cllr Tremain

Clerk: Mrs P Potter
Clerk's Assistant: Mrs S Green

Also present: District Cllr Thorogood & one member of the public

66/2021-22 Apologies for Absence

It was Proposed Cllr Hooper, Seconded Cllr Caudwell-Smith and unanimously Resolved to accept apologies for absence from Cllr Anderson, Cllr Leach, Cllr Minns and Cllr Pilbeam.

67/2021-22 Declarations of Interest

- Cllr Jayatillake declared a non-pecuniary interest in agenda item 82.1.
- Cllr Guy declared a non-pecuniary interest in agenda item 82.3.

68/2021-22 Confirmation of Minutes

It was Proposed Cllr Joshua, Seconded Cllr Martin and unanimously Resolved that the minutes of the meeting of the Full Council held on 7 September 2021 are a true record and were signed accordingly.

69/2021-22 County Councillor and District Councillor Report

69.1 County Councillor Report

District Cllr Thorogood updated the Council on the following matters:

- ECC – Deadline for Highways Panel requests 5/11/21
- VAS (Vehicle Activated Signs) – new initiative being launched by ECC for discounted signs.
- Cllr Thorogood to speak with Highway Rangers regarding painting of railings in Swan Street and St Mary's Square.

69.2 District Councillor Report

District Cllr Thorogood updated the Council on the following matters:

- BDC – Outline planning application submitted on land north of London Road for up to 300 dwellings and associated mixed uses.
- BDC Local Plan – Awaiting correspondence from Inspector.
- BDC – September Climate Change Meeting took place, with the approval of the Climate Change Strategy.

70/2021-22 Public Discussion

A member of the public in attendance spoke to give his general support, to the planning applications at Snowling's Paddock (agenda item 82.1) and London Road (agenda item 82.3).

71/2021-22 Clerk's Reports

71.1 General Report

It was Proposed Cllr Hooper, Seconded Cllr Goode and unanimously Resolved to accept the previously circulated Clerk's report.

71.2 Finance Report

It was Proposed Cllr Joshua, Seconded Cllr Caudwell-Smith and unanimously Resolved to accept the previously circulated Finance report.

72/2021-22 Kingfisher Way

It was Proposed Cllr Jayatillake, Seconded Cllr Goode and unanimously Resolved to agree to go ahead with plans for a community orchard at the Kingfisher Way open space land, with each phase being separately agreed at future Full Council meetings. In addition, it was also agreed that, before any works take place, a quote should be obtained from DRH Landscapes for the new path which should take into account possible works to alleviate the flooding issue on the existing footpath.

73/2021-22 Brockwell Meadow – Fencing Quotes

It was Proposed Cllr Tremain, Seconded Cllr Martin and unanimously Resolved to accept the quote from KJR Contracts for proposed fencing works.

74/2021-22 Renewal of Licence – Land at St Mary's Road (Toddler Playground)

It was Proposed Cllr Hooper, Seconded Cllr Caudwell-Smith and unanimously Resolved to renew the licence to use the above land, from Eastlight Community Homes, for a 10 year period.

75/2021-22 Following the Blackwater – Booklet

It was Proposed Cllr Goode, Seconded Cllr Tremain and unanimously Resolved to agree to Cllr Caudwell-Smith reviewing and updating the booklet.

76/2021-22 Feering and Kelvedon Garden Club – Grant Request 2022

It was Proposed Cllr Goode, Seconded Cllr Tremain and unanimously Resolved to agree to the grant request from Feering and Kelvedon Garden Club for a grant of £200 to help towards the costs of hiring the Feering Community Centre for the Club's Annual Open Show in 2022.

77/2021-22 Kelvedon St Mary's Academy Fireworks Night

Request for grant funding had been withdrawn.

78/2021-22 BDC CCTV Fly Tipping Cameras

It was Proposed Cllr Jayatillake, Seconded Cllr Martin and unanimously Resolved to purchase mobile CCTV cameras for BDC to monitor fly tipping hotspots at a total cost of approximately £550 including installation. The cameras would be owned by KPC and covered under the Parish Council's insurance.

79/2021-22 Recreation Ground Car Park Repairs

It was Proposed Cllr Goode, Seconded Cllr Tremain and unanimously Resolved to agree the following quotations supplied by Foster Contracting to repair the potholes on The Chase and on the Recreation Ground car park, for health and safety reasons and to lay a surface dressing on the car park next Spring:

- Immediate repair of potholes to be carried out in Autumn 2021 at a cost of £1,840

- Surface dressing for the car park to be carried out next spring at a cost of £3,220 which will be included in the 2022-23 budget

80/2021-22 Fencing at the Recreation Ground

It was Proposed Cllr Hooper, Seconded Cllr Tremain and unanimously Resolved to take no action at present but keep the item under review.

81//2021-22 Braintree Association of Local Councils

It was Proposed Cllr Jayatillake, Seconded Cllr Martin and unanimously Resolved to join the re-formed BALC at a subscription cost of £40 for 2021-22.

82/2021-22 Planning Applications

**82.1 Application No: 21/02729/FUL - Land known as Snowlings Paddock, Coggeshall Road
Erection of 2 x 5 bedroomed two-storey detached dwellings with detached garages/cart lodges**

It was Proposed Cllr Martin, Seconded Cllr Tremain and with a majority decision (Cllr Jayatillake abstained) to object to the application on the grounds that the development is outside of the Kelvedon village envelope and is therefore contrary to the emerging Local Plan.

**82.2 Application No: 21/02772/FUL – The Angel Hotel, St Mary’s Square, High Street
External alterations to form new external drinking area to front including new covered pergola, planter units, picket fencing and external surfaces**

It was Proposed Cllr Martin, Seconded Cllr Joshua and unanimously Resolved to make no comment and no objection to this application.

**82.3 Application No: 17/00679/OUT – Land North of London Road
Application for outline planning permission, with all matters reserved, for a mixed-use neighbourhood development comprising up to 300 dwellings, a school site, health centre, local retail area, open space and landscape buffers, with two accesses onto London Road**

It was Proposed Cllr Caudwell-Smith, Seconded Cllr Joshua and with a majority decision (Cllrs Goode and Guy abstained) to object to this application on the basis that the site is outside the village development boundary and is not an allocated site, contrary to the Local Plan and the Kelvedon Neighbourhood Plan. BDC currently has a 5 year land supply and therefore the housing numbers are not needed. The siting of the health centre at the furthest edge of the site from the village was also objected to.

**82.4 Application No: 21/02649/HH - 4 Avocet Close
Part single, part two-storey extension**

It was Proposed Cllr Martin, Seconded Cllr Joshua and unanimously Resolved to make no comment and no objection to this application.

82.5 Application No: 21/01419/HH – 5 Kelvedon House, 86 High Street

Installation of garage doors onto the front of existing car port

It was Proposed Cllr Jayatillake, Seconded Cllr Tremain and unanimously Resolved to make no comment and no objection to this application.

83/2021-22 Payments

It was Proposed Cllr Martin, Seconded Cllr Hooper and unanimously Resolved to agree the payments to be made as follows:

Method	Payee	Purpose	£
DD	Apogee	Colour copier charges	2.39
DD	Eon	Pavilion electricity August 2021	13.70
DD	Utility Warehouse	Office landline & broadband Sept 2021	40.34
SO	Julia MacKay Properties	Office rental October 2021	666.67
DD	Wave	Pavilion water & sewerage Oct 2021	34.00
DD	Wave	Allotment water supply Oct 2021	49.00
Online	The Kelvedon Institute	Car park elect & phone/BB for cctv	48.22
Online	The Kelvedon Institute	Hire chg for small hall 5 Oct Full Council	22.00
Online	The Kelvedon Institute	Hire chg for small hall 9 Nov Full Council	22.00
Online	SSR Fencing Ltd	Erection & 1 mths hire heras fencing rec grd	112.80
Online	Julia MacKay Properties	Re-charge of office utilities	2.38
Online	S & P Services	Litter picking and grounds maintenance	1,870.00
Online	Rio IT Ltd	IT support	36.00
Online	The RBL Poppy Appeal	Donation for Remembrance Sunday wreath	50.00
Online	EALC	ECC Highways Briefing - P Potter	24.00
Online	EALC	Councillor Training Day 1 - Caudwell-Smith	120.00
Online	EALC	Councillor Training Day 2 - Caudwell-Smith	120.00
Online	The Play Inspection Co	Outdoor annual inspections Rec & Glebe areas	240.00
Online	D W Maintenance	Grounds Maintenance Brockwell, Rec and FP 23	562.00
Online	Whiffin & Co Ltd	Payroll processing charge mth 7	48.00
Online	HMRC	Tax & Ni mth 6	211.65
Online	Essex Pension Fund	Pension ees, ers & admin chg mth 6	561.65
Online	Staff	Salaries Mth 7	1,699.56
Online	The Kelvedon Institute	Hire chg for small hall 19 Oct Plan Comm Mtg	22.00

84/2021-22 Payments made between meetings

It was Proposed Cllr Goode, Seconded Cllr Hooper and unanimously Resolved to acknowledge and retrospectively approve the following payments made between meetings:

Method	Payee	Purpose	£
Online	Rio IT Ltd	IT issues - wifi & folder not in sync	36.00
Online	Rio IT Ltd	Monthly managed workstations	76.25
Online	B W Whiffin & Co Ltd	Payroll processing charge mth 06	48.00
Online	Staff	Salaries mth 06	1,668.97

85/2021-22 Receipts

The following monies received since the previous meeting were noted:

Method	Payment From	Purpose	£
Various	Allotment tenants (various)	Allotment renewals to date for 21/22	800.00
Online	ECC	Highways Devolution Grant	2,433.17
Online	BDC	Precept (second half)	61,798.00

Signed Chair Date