

Kelvedon Parish Council

102 HIGH STREET, KELVEDON, ESSEX, CO5 9AA
(Opening hours: Mondays 9.30 am – 12.30 pm and see Council Notice board)

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CLERK
Mrs J I Hinds

30 April 2007

Dear Sir/Madam,

Notice is hereby given that the next Ordinary Meeting of Kelvedon Parish Council will be held at the Council Chamber on Tuesday 8 May 2007 at 7.45 pm.

The Public and Press are welcome to attend.

Yours faithfully,

J I Hinds (Clerk)

AGENDA:

1. Election of Chairman and Declaration of Acceptance of Office
2. Apologies for absence.
3. Adoption of: a) Standing Orders; b) Revised Code of Conduct
4. Annual Review of Register of Interests
5. Declarations of Interest
6. To approve Minutes of Ordinary Meeting (previously circulated) 3 April 2007.
7. Election of Vice Chairman
8. Appointments to Committees and Sub-committees (see list previously circulated)
9. Appointments to Outside Bodies (see list previously circulated)
10. Circulation of Correspondence Files + items from EALC
11. Public Questions. A brief written outline to be submitted via the Clerk before the Meeting.
12. Annual Parish Assembly 26 April 2007
 - a. Report & Matters Arising
 - b. Feering Parish Assembly - report
13. Kelvedon House
14. Financial Matters:
 - a. To receive report of meeting 16 April
 - b. Matters arising
 - c. Grant request from Kelvedon Scout Group and Visit to Scout HQ
 - d. Audit matters
15. Recreational Matters:
 - a. Youth Forum – to receive minutes
 - b. Youth Forum – matters arising
 - c. Hard Play Area
 - d. Any other Recreational Matters

16. Environmental Matters:
 - a. To note date of next meeting – 22 May
 - b. Street Scene Partnership – to sign annual agreement with BDC
 - c. Brockwell Meadows
17. Reports:
 - a. Tripartite Group
 - b. Kelvedon Community Association
 - c. Kelvedon in Bloom
 - d. Kelvedon Institute
 - e. Chelmsford Cathedral Service for Local Government – Cllr Dixon
18. Highways and Road Safety Matters
 - a. Closure of B1023 – results of first traffic count
 - b. Community Speed Watch
 - c. Any other matters
19. EALC and RCCE:
 - a. Correspondence – see separate file on table
 - b. Local Council Review – any matters of interest
20. Community Safety and Health:
 - a. Police Matters:
 - i) Witham Multi-tasking meeting – April & May reports
 - ii) Police meetings
 - iii) Community Warden – report and survey
 - b. Health Matters:
 - c. Housing Inspections – next inspection 16 May Area 1, 27 June Area 2
21. Future Meetings/Activities:
 - a. TVVA Distribution of Village Guides
 - b. Christmas Lights – date for meeting.
 - c. Emergency Planning – date for meeting
 - d. Unsung Heroes – any future plans
22. Planning Matters:
 - a. Planning Sub-committee – to report comments submitted
 - b. Planning Applications received
23. Correspondence
24. Payments
25. Future Meetings:
 - a. Ordinary Meeting – Tuesday 5 June 2007
 - b. Any Other Meetings
 - i) Environment – Tuesday 22 May
 - ii) Recreation – June to be arranged
 - iii) Witham Traffic Liaison – 5 June 2.30
 - iv) Footpath Sub-committee – 12 June
 - v) Finance – July to be arranged