

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

26 September 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 2 October 2007 at 7.45 pm.

The Public and Press are welcome to attend.

Yours faithfully,

J I Hinds (Clerk)

AGENDA:

1. Apologies for absence.
2. Declarations of Interest
3. To approve Minutes of Extraordinary Meeting 25 September 2007.
4. Circulation of Correspondence Files + items from EALC
5. Public Questions. A brief written outline to be submitted via the Clerk before the Meeting.
6. Administration & Statutory Matters
 - a. 102 High Street: i) Land adjacent to Council Office; ii) Replacement windows
 - b. Registers of Interests – submitted to BDC
7. Kelvedon House
 - a. Car park - to report actions/progress since Extraordinary Meeting
 - b. Wall - update
8. Financial Matters:
 - a. To receive report of July meeting
 - b. Any other financial matters
 - c. To note date of next Finance meeting – 26 November
9. Recreational Matters:
 - a. Youth Forum – report of September meeting
 - b. Other Recreational matters
 - c. To note date of next Recreation meeting – 31 October after Youth Forum
10. Environmental Matters:
 - a. Site meeting with Environment Agency – Tuesday 9 October (time tbc)
 - b. Any other Environmental matters
 - c. Brockwell Group – Willow haircut – report
 - d. RCCE – Transition Essex Conference – 24 October 9.30 – 4.00pm
 - e. Meeting with Kris Radley – suggested 10am 12 or 16 October
 - f. To note date of next Environment meeting – 30 October

11.
 - a. Tripartite Group – meeting 20 September
 - b. Kelvedon Community Association
 - c. Kelvedon in Bloom - AGM
 - d. Kelvedon Institute
12. Highways and Road Safety Matters
 - a. Witham Liaison meeting
 - i. Date of next meeting
 - ii. ECC Highways response to various points
 - b. Tiptree B1023 – survey
 - c. Any other matters
13. EALC and RCCE:
 - a. Correspondence – see separate file on table
 - b. To report EALC AGM 19 September (Making the Links session)
14. Community Safety and Health:
 - a. Police Matters:
 - i) Witham Multi-tasking meeting – *i)* Reports of July/August meetings; *ii)* to arrange attendance at September meeting
 - ii) NAPS next meeting Coggeshall 24 October – attendance
 - iii) Community Warden – report
 - iv) PCCG Public Meeting (one per year) 3 October 7.30 Braintree Institute Hall
 - b. Health Matters – 0844 telephone numbers
 - i. Response from Health Authority
 - ii. report (Cllr.Dossett)
 - c. Housing Inspection – report of September inspection
15. Meetings:
 - a. Christmas Lights – Report and matters arising incl next meeting 17 October
 - b. Emergency Planning – meeting with Coggeshall
 - c. Footpath Committee 18 October
16. Rotary Club Quiz – 18 October – volunteers for team
17. Planning Matters:
 - a. Planning Sub-committee – to report comments submitted
 - b. Planning Applications received
 - c. BDC Development Planning – meeting with BDC Tuesday 16 October
18. Correspondence
19. Payments
20. Future Meetings:
 - a. Ordinary Meeting – Tuesday 6 November 2007
 - b. Any Other Meetings
 - i) Finance – 26 November
 - ii) Environment – 30 October
 - iii) Recreation – 31 October (following Youth Forum)