

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

25 March 2008

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 1 April 2008 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 Ordinary Meeting 4 March 2008.
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. Kelvedon House:
 - a. Car park – i) Steering Group report;
 - b. Wall/Conservative Club car park update.
7. Appointment of replacement Clerk – update
8. Annual Parish Assembly – Thursday, 24 April. Arrangements.
9. Administration & Statutory Matters
 - a. Standards Board - newsletter
 - b. Blackwater Cluster Group – information
 - c. Chelmsford Cathedral Service for Local Government – 17 April, 7.30 pm - reminder
 - d. BDC – Direction & Ambition – Summary of Four Year Objectives 2008-12
 - e. ECC A12 Consultation - preliminary meeting 25 March. Report Cllr. Dixon
10. Financial Matters:
 - a. New Accounts Package - report
 - b. Audit Matters – confirmation of appointment of External Auditor 07/08 – 11/12
 - c. To note date of next Finance meeting – Tuesday, 8 April
11. Recreational Matters:
 - a. To note postponement March meeting and to arrange replacement date
 - b. Report of meeting between Kelvedon Festival/ECC Highways and KPC
 - c. Youth Forum:
 - i) minutes of meeting 20 February incl. Disco;
 - ii) play equipment – installation arrangements incl. Official Opening;
 - iii) Brockwell Group meeting re Youth Festival – 16 April.

- d. Any other recreational matters.
- 12. Environmental Matters:
 - a. To note date of next meeting – Tuesday 13 May
 - b. Brockwell Group – request for possible support re Spring Festival
 - c. Environmental Audit – reports/actions
 - d. BDC Street Scene Partnership – to sign Agreement re 2008/09
 - e. ECC Consultation – Future of Waste in Essex (see enclosure)
 - f. Any other Environment matters
- 13. Reports:
 - a. Tripartite Group
 - b. Kelvedon Community Association
 - c. Kelvedon in Bloom – request to carry over balance of 07/08 Grant
 - d. Kelvedon Institute
- 14. Highways and Road Safety Matters
 - a. Residents' Parking questionnaire – circulation
 - b. ECC - Bus Passenger News/area timetables
- 15. EALC and RCCE:
 - a. Correspondence – see separate file on table
 - b. Best Kept Village Competition
- 16. Community Safety and Health:
 - a. Police Matters:
 - i) Witham Multi-tasking meeting – *i)* Report of March meeting; *ii)* to arrange attendance at April meeting (Wednesday 2 – note special access arrangements/Scholl holidays)
 - ii) Any Other Police Matters – NAP 9 April 7-9pm Rivenhall Village Hall
 - b. Health Matters – Surgery telephone number – Briefing note from Cllr Dossett
 - c. Housing Matters
- 17. Meetings:
 - a. Emergency Planning – BDC revised Emergency Plan
- 18. Planning Matters:
 - a. Planning Sub-committee – to report comments submitted
 - b. Planning Applications received
 - c. Correspondence – as circulated re Tiptree Trading site
- 19. Correspondence
- 20. Payments
- 21. Future Meetings:
 - a. AGM – Tuesday 6 May 2008
 - b. Any Other Meetings:

Recreation	tba
Finance	Tuesday, 8 April
Brockwell Group	Wednesday, 16 April
Annual Assembly	Thursday 24 April
Environment	Tuesday, 13 May
Youth Forum	Wednesday, 30 April
FP Sub-Committee	Thursday, 29 May