

Kelvedon Parish Council

The Old Fire Station, 102 High Street, Kelvedon, Essex CO5 9AA

28 August 2008

Dear Councillor

Members of the Council are summoned to attend the meeting of the Council on Tuesday 2 September 2008 in the Council Chamber, to transact the business shown in the agenda.

The public and press are welcome to be present.



Louise R Fuller
Clerk

A G E N D A

- 1 Apologies for Absence**
To receive any apologies for absence.
- 2 Confirmation of Minutes**
To confirm the minutes of the meeting held on 1 July 2008.
- 3 Declarations of Interest**
Councillors to declare any personal and/or prejudicial interest in any items on the agenda.
- 4 Public Questions**
To receive any questions from members of the public; a brief written outline to have been submitted to the Clerk before the meeting.
- 5 Matters for Report**
To report any further significant information on matters which have been previously discussed, in addition to those which may already be included on the agenda.
- 6 Reports from Committees**
To receive reports from committees; minutes have already been circulated.
 - 6.1 Planning**
Held on 21 July 2008
 - 6.2 Recreation**
Held on 7 July 2008
Also to arrange a date for the next meeting
 - 6.3 Personnel Sub-Committee**
Held on 21 July 2008
 - 6.4 Finance**
Held on 21 July 2008
As the old computer in the office is to be disposed of, the council is asked to agree to acquisition of a new computer and the necessary equipment to network it to the machine already in use by the Clerk's Assistant.
The council is also asked to agree to the disposal of the dining-type chairs which are stored in the office and which take up space which is required for

council records etc.
Also to arrange a date for the next meeting

6.5 Environment
Held on 13 August 2008

8 To receive reports from representatives on outside organisations

- 8.1** Tripartite Group
- 8.2** Kelvedon Community Association
- 8.3** Kelvedon in Bloom
- 8.4** Brockwell Group
- 8.5** RCCE
- 8.6** Witham Local Area Committee

9 Correspondence and items from EALC

For information: various items of correspondence and the mailing from EALC will be available for circulation.

10 Highways and Road Safety matters

To receive any reports on highways and road safety matters.

11 Community Safety and Health

- 11.1** Report from the Community Warden
- 11.2** Any other reports on community safety and health

12 New Car Park

Cllr Hackworth will give a progress report.
Also see the final item on the agenda.

13 Toilet Block, Recreation Ground

Essex County Council is seeking high profile projects to support, linked to parish plans. One of the items in the council's parish plan is the refurbishment of the public toilets on the Recreation Ground. ECC would be interested in supporting this project, and would contribute 80% of the funding, and possibly also some officer assistance. It is not clear at present whether the project needs to be completed in the current financial year or at a future time. There are no costings available for the project at present.

The council is asked

- (i) If this project would be its top priority from the parish plan; if not, what the top priority would be.
- (ii) If it is interested in discussing this project further with ECC with a view to proceeding. This course of action would involve the council in significant use of resources, both financial and officer time.

14 Kelvedon Library

Kelvedon Library will be closed for about two weeks in February/March 2009 for refurbishment. The library service will be making alternative arrangements for customers. This may involve a mobile library, for which there may be space on the library site. If not, the library service has asked if it could utilise parking space either in the car park on the Recreation Ground or in the new car park in the High Street. The council is asked if it will agree to this request.

15 Red Telephone Boxes

BT is allowing councils to maintain obsolete telephone boxes (without equipment). This may be a way to save the box in Station Road. There is a cost attached to this. It is hoped more information will be available at the meeting. The deadline for applying to retain a box is 1 October 2008.

16 Community Radio Licence

Carolina F.M. is seeking to apply for a non-profit five year community radio licence, and asks if the council will write a letter of support. The area covered includes Kelvedon.

17 Request for financial support

A student from Honeywood School, also a Kelvedon resident, has requested financial support from the council for a charity expedition to Namibia in July 2009.

Parish councils are not permitted to finance individuals so the only way to give such support, if the council wished to, would be via the Chairman's Allowance.

The council is asked whether it would wish to support such activity and if so, for what amount.

18 Future events

A list will be available at the meeting; councillors may be asked to agree attendances or other action.

19 Accounts for payment

19.1 To note the payments already made.

19.2 To agree the accounts for payment.

A list will be available at the meeting.

20 Exclusion of press and public

The council is asked to resolve to exclude the press and public from the remainder of the meeting under the Public Bodies (Admission to Meetings) Act 1960 as the following item contains confidential information relating to the council's property and legal affairs.

21 New Car Park

See attached report on blue paper.