

KELVEDON PARISH COUNCIL

**MINUTES OF THE COUNCIL MEETING HELD ON TUESDAY 2 SEPTEMBER 2008 AT 7.45 PM
IN THE COUNCIL CHAMBER**

PRESENT: Cllr C Martin in the Chair
Cllrs Mrs J Anderson Mrs J Coates Q Colborn T Dixon
G Dossett N Ezra J Hackworth Mrs L Hill (to min. no. 095)
L Raison H Siggers
Clerk Ms L R Fuller Clerk's Asst Mrs A Carruthers

Police Representative: PC John Hallworth

088/2008-09 APOLOGIES FOR ABSENCE

None

089/2008-09 MINUTES OF ORDINARY MEETING OF THE COUNCIL HELD ON 1 JULY 2008

Prop. Cllr Ezra, sec. Cllr Martin and signed as a correct record of the meeting.

090/2008-09 DECLARATIONS OF INTEREST

The Chairman reminded Members that declarations must be made at the beginning of the meeting or as soon as an interest in an item became apparent.

Cllr Siggers declared an interest in item 6.5, Environment Committee, as he rented part of the allotment field.

091/2008-09 COMMUNITY POLICE OFFICER

The Chairman welcomed PC John Hallworth, Neighbourhood Specialist Officer, to the meeting and hoped he would be attending regularly in future. PC Hallworth reported crime statistics for Kelvedon for August and that there were no worrying crime patterns. The next meeting of the Neighbourhood Action Panel was at Coggeshall Village Hall on Wednesday, 3 September. In response to a query from Cllr Raison, PC Hallworth noted that he was aware of problems at the Thorne Road play area and had spoken to residents.

092/2008-09 PUBLIC QUESTIONS

There were no public questions.

093/2008-09 MATTERS FOR REPORT

93.1 Logo

Cllr Dossett queried the situation following the logo competition. He would forward an e-version to the Clerk, who would write to the winner.

93.2 Doctor's Surgery Tel No

The Clerk read out the latest response from Brooks Newmark MP, who confirmed that he had raised the matter with the Minister for Care Services. It was agreed that no further action would be taken.

93.3 The Chairman had received letters from local primary school children about their concerns in the village. He had replied personally to each one.

094/2008-09 REPORTS FROM COMMITTEES

Noted that minutes had been circulated from each committee.

94.1 Planning

The report of the meeting held on 21 July 2008 was noted.

94.2 Recreation

The report of the meeting held on 7 July 2008 was noted. Cllr Raison reported arrangements for the Youth Forum discos at the Labour Club, which would be held on the second Friday in September, November and December.

It was noted that no parish council officer would be available for the next meeting of the Youth Forum on 17 September 2008.

It was agreed that the next meeting of the committee would be held at 7.30 pm on Thursday 11 September 2008.

94.3 Personnel Sub-Committee

The report of the meeting held on 21 July 2008 was noted.

94.4 Finance

The report of the meeting held on 21 July 2008 was noted. It was agreed to dispose of an old computer and purchase a new one to network with existing. It was agreed to dispose of the old dining-type chairs. The decision to change the council's website to a '.gov.uk' designation was noted.

It was agreed that the next meeting of the committee would be held at 8.00 pm on Tuesday 14 October 2008.

94.5 Environment

The report of the meeting held on 13 August 2008 was noted. Cllr Siggers declared an interest. The rent to be charged for the allotment field was discussed. The church owned the ditch in which it had been proposed to lay the water supply so it was agreed to continue with the original plan to dig a trench for the pipe.

Cllr Mrs Hill left the meeting.

095/2008-09 REPORTS FROM REPRESENTATIVES ON OUTSIDE ORGANISATIONS

95.1 Tripartite Group – No report

95.2 Kelvedon Community Association

Cllr Raison, Chairman of KCA, reported that the committee had met with BDC planners. A general meeting was to be held in mid-September.

95.3 Kelvedon in Bloom

Cllr Mrs Hill reported that she and Cllr Mrs Anderson would be attending the results of the Anglia in Bloom competition.

95.4 Brockwell Group

Cllr Ezra reported that the Youth Festival would be held on the Meadows on Saturday 20 September. It was noted that the Siggers family would like to plant a tree in memory of Frank Siggers.

95.5 RCCE – No report

95.6 Witham Local Area Committee

Next meeting 23 September 2008; Cllr Ezra would attend.

096/2008-09 CORRESPONDENCE & ITEMS FROM EALC

The correspondence and items from EALC were noted.

097/2008-09 HIGHWAYS & ROAD SAFETY MATTERS

Cllr Dixon had reported to BDC that the road sweeper had not continued under the A12 bridge at the end of London Road.

098/2008-09 COMMUNITY SAFETY & HEALTH

98.1 Community Warden Report – The report from the Community Warden was noted.

98.2 Any other Reports – None received.

099/2008-09 KELVEDON HOUSE – CAR PARK

Cllr Hackworth reported that all electrical works had been completed and that the car park was fully operational. He presented a schedule of the costs to date and noted that final snagging was due to be carried out later in the month, with a retention to be held for a period of 12 months. Additional costs for clearing, landscaping, etc had been received; it was decided to refer these to Environment Committee to consider in next year's budget. Cllr Dixon would raise the matter of electricity costs at the next Institute meeting.

It was agreed that the Clerk would be permitted to park in the car park free of charge.

100/2008-09 TOILET BLOCK, RECREATION GROUND

The report on a possible partnership project with Essex County Council to refurbish the toilets was noted and that ECC would contribute 80% of the cost. The council confirmed that refurbishment of the toilets was a high priority. It was interested in pursuing the project but had no finances available in the current year. The Clerk would ascertain whether the funding would be available in 2009/10.

101/2008-09 KELVEDON LIBRARY

A request had been received to site a mobile library van on one of the council's car parks for two weeks in February/March 2009 whilst Kelvedon Library was undergoing refurbishment. It was agreed that the Library could use the Recreation Ground car park.

102/2008-09 RED TELEPHONE BOXES

The council noted that BT was allowing councils to maintain obsolete telephone boxes (without equipment), which could save the box in Station Road. After discussion, it was agreed not to pursue the retention of this box under this scheme.

103/2008-09 COMMUNITY RADIO LICENCE

Carolina FM was seeking to apply for a non-profit five year community radio licence, and asked if the council would write a letter of support. The council did not wish to support the application.

104/2008-09 REQUEST FOR FINANCIAL SUPPORT

A student from Honeywood School and Kelvedon resident had requested financial support for a charity expedition to Namibia in July 2009. It was agreed that the council could not offer financial support for a personal venture.

105/2008-09 FUTURE EVENTS

A list and details of future events was circulated.

105.1 It was agreed that Cllr Dossett would attend the P3 AGM.

105.2 Cllr Ezra would attend the Blackwater Cluster meeting; items for the agenda were requested by the end of the week.

105.3 It was agreed that the Clerk should attend the course on VAT.

106/2008-09 PAYMENTS

It was proposed by Cllr Hackworth, seconded by Cllr Mrs Coates, and agreed that the accounts for payment be passed as follows.

Cheque no.	Payee	Purpose	Gross £
For confirmation			
104814	M Andrews	Wages wk 19	242.31
104815	M Andrews	Wages wk 20	242.11
104816	M Andrews	Wages wk 21	242.31
104817	A Carruthers	Salary August	169.00
104818	L R Fuller	Reimbursement	252.02
104819	Kempco Ltd	Stationery	182.36
104820	Euroloo Ltd	Kelvedon Music Festival	587.50
104821	N Ezra	Council office cleaning	32.50
104822	T Dixon	Retirement evening - chmn's allwce	103.72
104823	J Cole	Springwatch Youth Festival	5.20
104824	RBS Software Solutions	Accounts software	346.62
104825	J Coote	Plants (KIB)	86.50
104826	Ransome Sporting Goods Gp	Basketball backboards	81.08
104827	London Road Garage	Wheelbarrow tyres	35.25
104828	J Cole	Internal audit	125.00

104829	Cash	Reimburse imprest	99.96
104830	Richard Jackson plc	Car park	937.06
Bol 29	J L Knight Roadworks Ltd	Car park stages 3 & 4	12,228.71
104831	L R Fuller	Salary August	545.84
104832	BDC	Rates on 102 High St, Aug/Sept	230.00
104833	BT Payment Services Ltd	Phone, 102 High St	102.76

For approval

104834	M Andrews	Wages week 22	242.31
104835	N Ezra	Cleaning council office	32.50
104836	Cash	Reimburse petty cash	84.04
104837	Hillarys	Vertical blinds	227.00
104838	Kelvedon Good Companions Over 60's Club	Grant	50.00
104839	Golding Audio Ltd	Works re: Institute grant	488.81
		TOTAL	£16,854.72

107/2008-09 NEW CAR PARK

- 107.1** It was noted that the Conservative Club had agreed a full and final settlement with the council concerning the boundary wall.
- 107.2** It was noted that a houseowner backing onto the bottom of the car park wished to erect a fence on his boundary.
- 107.3** A letter from Mr C Ramsden had been circulated to councillors and a reply was agreed.
- 107.4** Boundary in rear garden of Kelvedon House: the council confirmed that it would only procure the building of the proposed brick wall on this boundary if it was fully paid for by grants. As such funding was not available at present, it would not be proceeding with the wall. The council would not be making any further grant applications for the wall.

Signed:

Date: