



Toppesfield Parish Council

Clerk to the Council:

Kaaren Berry

T: 01787 238217

E: Kaaren.berry@kaaren.co.uk

**2 Gunces Farm Cottages, Stambourne Road,
Great Yeldham, Halstead, Essex CO9 4RB**

www.toppesfieldparishcouncil.org.uk

12th May 2013

Toppesfield Parish Councillors

You are hereby summoned to the Annual Parish Council meeting of Toppesfield Parish Council to be held on

Thursday 16th May 2013 at 8.00 pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

13/84. Election of Chairman and Vice-Chairman

13/85. Attendance and Apologies for absence

13/86. Declaration of Members' interests in agenda items

[Members of the Council are subject to the Local Authorities (Model Code of Conduct) Order 2007(SI. 2007/1159) (The Revised Code) with the additional non-mandatory section 12(2).]

13/87. Open Session – *opportunity for members of the Parish to address the Parish Council.*

Request received from a parishioner for the Pipe Contractor to return and make good the damage to verges.

13/88. Minutes of last meeting (*previously circulated*)

13/89. Matters Arising from last meeting - not dealt with below

13/90. Actions from previous meeting:

- 13/90.1 Kaaren Berry to complete the report for the Street Cleaning Agreement and bring to next meeting for consideration
- 13/90.2 Peter Moore to review village plan projects and achievements and prioritise projects.
- 13/90.3 Peter Moore to review letter to landowners re footpaths.
- 13/90.4 Peter Moore to write to County Broadband regarding the lack of progress/communication.
- 13/90.5 Peter Moore to arrange site visit with Essex County Council regarding The Causeway footpath.
- 13/90.6 Shaun Sheldrake to ask the village hall committee for their long term plan for the village hall.

- 13/90.7 Shaun Sheldrake to follow up on outstanding quotes for the tarmac area in the playing field.
- 13/90.8 Kaaren Berry to supply figures for the last two years for grass/verge cutting.
- 13/90.9 Kaaren Berry to update the welcome pack.
- 13/90.10 Kaaren Berry to obtain agenda for the Community Issue Meeting.
- 13/90.11 Kaaren Berry to ask Essex County Council re the replacement of old salt bins.

13/91. Proposal for Consideration from the Leisure and Recreation Group:

Councillor Bull to report

13/92. Proposal for Verge Cutting 2013.

Councillor Bull to report.

13/93. Financial Accounts:

- 13/93.1 To receive the Clerk's Report indicating receipts and payments requiring approval.
- 13/93.2 Street Cleaning Agreement –Channel Sweeping dates, agreement and Activity report – decision and signing.

13/94. Support for the Charities Group.

13/95. Transport / Highways Issues

13/96. Village Hall Update report

Councillor Sheldrake to report

13/97. Planning

- 13/ 97.1 Site Allocation- additional sites submitted in Toppesfield:
Decision required for application TOP1X – Land west of The Causeway, Toppesfield and TOP2X
Land East of The Causeway, Toppesfield
- 13/97.2 Application No:13/00430/FUL Location: 10 The Street, Toppesfield

Description: Change of use of agricultural land to domestic garden, retention and alteration of ancillary outbuilding
- 13/97.3 Application No: 13/00428/FUL Location: 12 The Street, Toppesfield

Description: Change of use of agricultural land to domestic garden

Decisions required on each application

13/98. Grant awarding Policy

13/99. Correspondence

- 13/99.1 Essex County Council – Invitation to Choral Evensong
- 13/99.2 EALC – re short course held April 2103
- 13/99.3 Glasdon trade brochure

- 13/99.4 Clerks & Councils Direct – May issue
- 13/99.5 SLCC Clerk Magazine – Vol 44
- 13/99.6 Essex County Council - Temporary Road Closure – Gainsford End Road
- 13/99.7 Mh-p - website analytical report April
- 13/99.8 Essex County Council – Transport Meetings Invitation.
- 13/99.9 RCCE – Community Led Planning Network – The new shape of Public Health and Wellbeing Provision
- 13/99.10 CPRE – transport toolkit
- 13/99.11 CPRE – Action Essex – Spring Edition
- 13/99.12 EALC – County Update April 2013

13/100. Any Other Business

To discuss any other business / items for the next agenda

13/101. Date of the next meeting

The next Parish Council Meeting is scheduled for 6th June 2013 at 8pm at Toppesfield Village Hall

13/102. Close