



# Toppesfield Parish Council

**Clerk to the Council:**

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12<sup>th</sup> May 2013

Toppesfield Parish Councillors

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

**Thursday 16<sup>th</sup> 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 6<sup>th</sup> June 2013 at 8pm at Toppesfield Village Hall

**13/102. Close**