



Toppesfield Parish Council

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7th May 2016

Toppesfield Parish Councillors

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

Thursday 12th May 2016 at 8.00 pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

16/105. Election of Chairman and Vice-Chairman

16/106. Attendance and Apologies for absence

16/107. 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).]

16/108. Open Session – opportunity for members of the Parish to address the Parish Council.

16/109. Minutes of the last Parish Council Meeting (*previously circulated*)

16/110. Matters Arising from last meeting - not dealt with below

16/111. Actions from previous meeting:

16/111.1 Kaaren Berry to follow up with Open Reach regarding the loose cable in Great Yeldham Road near the exchange box.

16/111.2 Councillor Dave Dyson and Kaaren Berry to complete the application form for diverting the footpath in Camoise Close.

16/111.3 Councillor Dave Dyson to speak with a Gainsford End resident re placing some of the trees.

16/111.4 Kaaren Berry to order another 25 leaflets about the new DRT service.

16/111.5 Councillor Andrew Bull to complete application for RCCE Village of the year competition.

16/111.6 Councillor Andrew Bull to contact Shaun Sheldrake re the defibrillator.

16/111.7 Kaaren Berry to contact Community Heartbeat for the adoption forms for the telephone box.

16/111.8 Councillor Andrew Bull to contact the proprietor of Meads Farm re the lorries backing onto the Toppesfield Road.

16/112. Internal Practices and management for the Parish Council:

16/113. Correspondence Received:

- 16/113.1 EALC updates and legal update & BDVSA e-bulletin – previously circulated to all councillors
- 16/113.2 East Anglia's Children's Hospice – request for donation.
- 16/113.3 Clerks & Councils Direct and The Clerk Magazine – May issues received.
- 16/113.4 SLCC – Extraordinary General Meeting – 10th June 2016
- 16/113.5 mh-p – Website Analytical Report – April 2016
- 16/113.6 Community Heartbeat – Community Defibrillation A guide to Councils white paper.
- 16/113.7 Fresh-air fitness Brochure received.
- 16/113.8 Braintree District Council – invitation to Service of Celebration for the 90th Birthday of Her Majesty the Queen – 11 June 2016
- 16/113.9 Essex County Council – promoting the Essex Challenge Prize – more information can be found at challenge-prizes.essex.gov.uk from the 12th May 2016.
- 16/113.10 North East Essex Clinical Commissioning Group is undertaking a period of public engagement to gather views on the vision training clinic provided at Colchester Hospital until 13 June 2016 – online questionnaire at - <https://www.surveymonkey.co.uk/r/DLJCWWH>
- 16/113.11 Essex County Council – Service 89 – proposed withdrawal of service.

16/114. Financial Accounts

- 16/114.1 Insurance Renewal and whether the policy includes covers the Pavilion, the Cricket Club mower and the storage of petrol in the pavilion.
- 16/114.2 Contribution towards residents driveway in Park Lane – decision required on amount.
- 16/114.3 Grass cutting – verges quote.
- 16/114.4 Grant Applications – St Margaret's Church for grass cutting and Churchyard upkeep. Toppesfield an Gainsford End Allotments for grass cutting.
- 16/114.5 To receive the Clerk's Report indicating receipts and payments requiring approval.
- 16/114.6 Year End accounts and Audit Return forms.
- 16/114.7 Detailing of expenditure to be included or excluded from the LARG donations.
- 16/114.8 Transparency Fund Application

16/115. Highways

- 16/115.1 Closure of Great Yeldham Road from 9th May 2016 for 5 days for carriageway repairs.

16/116 Planning

- 16/116.1 Application No CC/BTE/10/16
Proposal: Continued use of a classroom for a temporary period until 31st August 2021, without compliance with Condition 2 (time limit) attaching to planning permission CC/BTE/42/11
Location: St Margaret's C of E Primary School, Toppesfield
- 16/116.2 Braintree District Council are seeking any further comments from the Parish Council with regard to the inclusion of sites TOPP412 and TOPP413 within the development boundary. Discussion and decision required.

16/117. Land to the rear of The Green Man Public House

- 16/117.1 Update on land purchase – Councillor Andrew Bull
- 16/117.2 Hedge Cutting

16/118. Engagement with Toppesfield Community Pub Ltd (TCP)

Update from TCP

16/119. Parish Plan Portfolio: Ecology & Environment

Update: Councillor Mike James

16/120. Parish Plan Portfolio: Social and Community

- 16/120.1 Update: Councillor Dave Dyson & Councillor Linda Bowen
- 16/120.2 Update on Neighbourhood Plan project.

16/121. Parish Plan Portfolio: Communications and Transport

- 16/121.1 Update: Councillor Andrew Bull
- 16/121.2 DRT – update on the service from Toppesfield

16/122. Parish Plan Portfolio: Economy and Employment

16/122.1 Village Handyman

16/123. Parish Plan Portfolio: Youth

Update: Councillor Andrea Chinery

16/124. Parish Plan Portfolio: Leisure & Recreation

16/124.1 Siting of the tree by Dick Ruggles Bench

16/124.2 Grass cutting behind the Boules pitch

16/124.3 Rabbits and the damage they cause on the cricket pitch – can anything be done.

16/124.4 Nuisance to parishioners by play in the village hall car park

16/124.5 Pavilion Snagging, Booking Form and storage of equipment in the pavilion

16/124.6 Second Community Listening Event feedback

16/124.7 Proposal and vote on equipment choices following the listening event and hard standing area and vote on contractors to be used.

16/124.8 Consultation of siting of play equipment with other playing field users.

16/125. Parish Surgery:

Matters arising for the May Parish Surgery and the next Parish Surgery will be held on 4th June 2016 from 10.30am – 12.30pm in the Village Hall

16/126. Any Other Business:

To discuss any other business / items for the next agenda

16/127. Date of the next meeting:

The next Parish Council Meeting is scheduled for 2nd June 2016 at 8pm at Toppesfield Village Hall.

16/128. Close