



Toppesfield Parish Council



Clerk to the Council: Kaaren Berry

Tel: 01787 238217 Email: kaaren.berry@kaaren.co.uk

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

www.toppesfieldparishcouncil.org.uk

28th March 2014

Toppesfield Parish Councillors

You are hereby summoned to the Parish Council meeting of Toppesfield Parish Council to be held on
Thursday 3rd April 2014 at 8.00pm at Toppesfield Village Hall.

Kaaren Berry
Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

14/58. Attendance and Apologies for absence

14/59. Declaration of Members' interests in agenda items

[Members of the Council are subject to the Local Authorities (Model Code of Conduct) Order 2007(SI. 2007/1319) (The Revised Code) with the additional non-mandatory section 12(2).]

14/60. Open Session – opportunity for members of the Parish to address the Parish Council.

14/61. Minutes of last meeting (*previously circulated*)

14/62. Matters Arising from last meeting - not dealt with below

14/63. Actions from previous meeting:

14/63.1 Kaaren Berry to make enquires regarding the position of the replacement tree along The Causeway.

14/63.2 Andrew Bull to copy/resize grass cutting map with Paul Clark.

14/63.3 Kaaren Berry to look for positive no pooing signage in relation to dog fouling.

14/63.4 Kaaren Berry to write to BDC re the Site Allocation and Development Management Plan.

14/63.5 Councillor Sheldrake to speak to RCCE re disaster plans.

14/63.6 Councillor Bull to contact Braintree District Council regarding equipment for a litter pick.

14/63.7 Kaaren Berry to contact the insurance company regarding insurance cover for a litter pick.

14/63.8 Councillor Croft to speak to the P3 officer and progress a walking pathway map.

14/64. Leisure and Recreation Group:

Progress report from LARG

14/65. War Memorial

14/66. Financial Accounts:

14/66.1 To receive the Clerk's Report indicating receipts and payments requiring approval.

14/66.2 Letter from Barclays – form to complete.

14/66.2 Street Cleaning Agreement

14/66.3 Anglian Water

14/66.4 Instructing Accountant to finalize accounts.

14/66.5 RoSPA report due May 2014

14/67. Transport / Highways Issues:

14/67.1 Update on The Causeway project

14/67.2 Diversion of Footpath 2 & 46 Reference: ESH/PI/DMS/APR/12.135/377

14/67.3 Diversion of Footpath 8 Reference: ESH/PI/DMS/APR/12.135/376

14/67.4 The Causeway – land ownership progress

14/68. Village Hall Update report

Councillor Sheldrake to report

14/69. Disaster Planning

Progression of a Disaster plan.

14/70. Parish Litter Pick

14/71. Parish Surgeries

Date for the next surgery and Councillor in attendance.

14/72. Network 5

Report back on meeting – 26 March 2014

14/73. Correspondence:

14/73.1 SLCC – Clerks Magazine – March 2014

14/73.2 E.on – Changes to their Terms & Conditions

14/73.3 HMRC – Information on paying PAYE electronically

14/73.4 PKFLITTLEJOHN – Annual Return

14/73.5 Essex Heritage News

14/73.6 Glasdon trade brochure

14/73.7 CRPE – increase in membership fees & Save our Countryside Campaign

14/73.8 EALC – training for Councillors

14/73.9 Essex County Council - Essex Replacement Minerals Local Plan, Notification of Proposed Main Modifications, Public consultation from 13 March to 24 April 2014.

14/74. Any Other Business

To discuss any other business / items for the next agenda

14/75. Date of the next meeting

The next meeting will be the Annual Parish Meeting on 1st May 2014 at 7.30pm and the Annual Parish Council Meeting on 8th May 2014 at 8pm, both meetings to be held at Toppesfield Village Hall.

14/76. Close