



Toppesfield Parish Council

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1st April 2016

Toppesfield Parish Councillors

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

Thursday 7th April 2016 at 8.00 pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

16/74. Attendance and Apologies for absence

16/75. 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).]

16/76. Open Session – opportunity for members of the Parish to address the Parish Council.

16/77. Minutes of the last Parish Council Meeting (previously circulated)

16/78. Matters Arising from last meeting - not dealt with below

16/79. Actions from previous meeting:

- 16/79.1 Kaaren Berry to contact the EALC regarding the Public Works Loan Board and the information supplied by Toppesfield Community Pub.
- 16/79.2 Councillor Andrew Bull to contact Toppesfield Community Pub Limited with regard to revising the wording of the access permission letter.
- 16/79.3 Kaaren Berry to find out when the Website contract is due for renewal.
- 16/79.4 Kaaren Berry to clarify position of possible opting out under the new Audit Regimes.
- 16/79.5 Kaaren Berry to confirm if Karen Baker is willing to continue to check the Parish Council accounts and complete the audit return again this year.
- 16/79.6 Councillor Dave Dyson to contact Essex County Council re Camoise Close and the footpath.
- 16/79.7 Councillor Andrew Bull to speak with Alan Collard re remaining trees to be planted and Councillor Dave Dyson to speak with a Gainsford End resident re placing some of the trees.
- 16/79.8 Kaaren Berry to look into lanyards for both Councillors and contractors.
- 16/79.9 Kaaren Berry to purchase 100 commemoration medals for the queens 90th Birthday.

16/80. Internal Practices and management for the Parish Council:

16/81. Correspondence Received:

- 16/81.1 Essex County Council – Networking Supper – to meet Youth leaders from community and how Essex Youth service can support your community group. Friday 22nd April 2016.
- 16/81.2 Braintree District Council – Locksmiths Farm Barn – Robinhood End – 16/00172/FUL
- 16/81.3 e.on – renewal of electricity supply to The Changing Rooms, Toppesfield Playing Field.
- 16/81.4 Essex County Council – DaRT 3 information leaflets.
- 16/81.5 Superfast Essex - Superfast Essex Reinvestment Public Consultation, the link to respond to the consultation, closes midnight on Sunday 1st May: www.superfastessex.org/where.when.and.how.
- 16/81.6 RCCE – Essex Village of the Year competition
- 16/81.7 EALC – legal update, topic notes and County Update

16/82. Financial Accounts:

- 16/82.1 Defibrillators – consideration of quotes received
- 16/82.2 To receive the Clerk's Report indicating receipts and payments requiring approval.
- 16/82.3 RoSPA inspections due for Gainsford End Playing Field and Toppesfield Playing Field
- 16/82.4 Street Cleansing Agreement 2016/2017

16/83. Highways

- 16/83.1 Footpath Diversion – Camoise Close
- 16/83.2 Access Road on The Causeway

16/84. Land to the rear of The Green Man Public House

Update on land purchase – Councillor Andrew Bull

16/85. Engagement with Toppesfield Community Pub Ltd (TCP)

Update from TCP

16/86. Community Listening Event

Date to be re-arranged for the event to seek views on proposed projects at the playing fields

16/87. Parish Plan Portfolio: Ecology & Environment

Update: Councillor Mike James

16/88. Parish Plan Portfolio: Social and Community

- 16/88.1 Update: Councillor Dave Dyson & Councillor Linda Bowen
- 16/88.2 Update on Neighbourhood Plan project.

16/89. Parish Plan Portfolio: Leisure & Recreation

- 16/89.1 Update: Councillor Paul Thompson
- 16/89.2 Planting of the remaining Elm trees
- 16/89.3 Dog mess signage

16/90. Parish Plan Portfolio: Communications and Transport

Update: Councillor Andrew Bull

16/91. Parish Plan Portfolio: Economy and Employment

- Update: Councillor Alan Preston
- 16/91.1 Village Handyman - rates of pay and letters of application.

16/92. Parish Plan Portfolio: Youth

Update: Councillor Andrea Chinery

16/93. Network 5 meeting:

Feedback from the Network 5 meeting held on 24th March 2016 at Stambourne Village Hall.

16/94. Parish Surgery:

Matters arising for the April Parish Surgery and the next Parish Surgery will be held on 3rd May 2016 from 10.30am – 12.30pm in the Village Hall

16/95. Any Other Business:

To discuss any other business / items for the next agenda

16/96. Date of the next meeting:

The Annual Parish Meeting is scheduled for the 28th April 2016 at 7.30pm at Toppesfield Village Hall and the Annual Parish Council Meeting is scheduled for 12th May 2016 at 8pm at Toppesfield Village Hall.

16/97. Close