



Toppesfield Parish Council

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28th March 2018

Toppesfield Parish Councillors

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

Thursday 5th April 2018 at 7.30pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

18/49. Attendance and Apologies for absence

18/50. 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).]

18/51. Open Session – opportunity for members of the Parish to address the Parish Council.

18/52. Minutes of the last Parish Council Meeting

(previously circulated)

18/53. Matters Arising not on the agenda – for report only

18/54. Actions from previous meeting:

18/54.1 Enquire about leaflets for the Youth Bus. (KB)

18/54.2 Update on purchase of new bench (Thelma Bond) (AB)

18/54.3 Update on obtaining a spout for Gainsford End Pump Refurbishment (AP)

18/54.4 Update on acquisition of litter bin for Toppesfield Playing Field (AP)

18/54.5 Print prices for newsletter to be sort (AB/KB)

18/54.6 CPR training day (AP)

18/55. Internal Practices and management for the Parish Council:

18/55.1 Toppesfield Parish Council Website

18/55.2 Outcome of meeting with Toppesfield Village Hall Committee re access to the hall and office (AB)

18/55.3 Training Sessions

18/56 Correspondence Received:

- 18/56.1 Essex Parish Partnership – Making the Links, EALC updates – circulated to all Councillors prior to meeting.
- 18/56.2 RCCE – Village of the Year Competition 2018 – submissions by 4th May 2018
- 18/56.3 NHS Mid Essex CCG - Engage March 2018 edition of Engage is available on the website.
- 18/56.4 Braintree District Council – Braintree District Volunteer Awards – nominations to be received by 12 noon on Friday 4th May 2018.
- 18/56.5 Essex County Council invitation to online engagement regarding Home Quality Mark
- 18/56.6 Elan City – Radar Speed Signs flyer
- 18/56.7 East Anglia’s Children’s Hospices – request for support and funding
- 18/56.8 Braintree Area Foodbank – Spring newsletter and shopping list request.

18/57. Financial Accounts:

- 18/57.1 To receive the Clerk’s Report indicating receipts and payments requiring approval
- 18/57.2 RoSPA Inspection of Toppesfield and Gainsford End Play areas.

18/58. Highways:

- 18/58.1 Footpath 51

18/59. Planning:

Application No:	Description	Location	Action
18/00334/FUL	Proposed Cart Lodge	Jubilee Cottage Gainsford End CO9 4EH	Comments to Braintree District Council by 3 rd April 2018 (6 th April for the Parish Council)
18/00354/FUL	Erection of single storey rear extension	35 The Causeway Toppesfield CO9 4DZ	Comments to Braintree District Council by 10 th April 2018

18/60 Toppesfield Village Hall

- 18/60.1 Update from Village Hall Management Committee

18/61 Playing Fields & The Dick Ruggles Pavilion

- 18/61.1 Management of Playing Fields and Pavilion. (AB)

18/62. Village Plan 2012-2027

- 18/62.1 Update on progress to date.

18/63 Communications

- 18/63.1 Review of current plan (Noticeboards/Newsletter/Social Media/Website/Surgeries)

18/64. Information exchange / Parish Surgery / Items for the next agenda**18/65. Date of the next meeting:**

The Annual Parish Meeting is to be held on 26th April 2018 and the Annual Parish Council Meeting is proposed to be held on the 3rd May 2018 both to be held at 7.30pm at Toppesfield Village Hall.

18/66. Close