



# Toppesfield Parish Council

Chairman Mr Andrew Bull

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28<sup>th</sup> March 2019

To: Members of Toppesfield Parish Council

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

**Thursday 4<sup>th</sup> April 2019 at 7.30pm at Toppesfield Village Hall** for the purpose of transacting the business according to the below Agenda.

*Kaaren Berry*

Kaaren Berry  
Clerk to Toppesfield Parish Council

## **AGENDA**

- 19/52. Attendance and Apologies for absence**
- 19/53. 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).]*
- 19/54. Open Session – opportunity for members of the Parish to address the Parish Council.**
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- 19/55. Minutes of the last Parish Council Meeting**  
*(previously circulated)*
- 19/56. Matters Arising not on the agenda – for report only**
- 19/57. Actions from previous meeting:**
- 19/57.1 Councillor Bull to speak to the chairman of the Toppesfield Cricket Club as to how the grant made for training up a coach was spent.
- 19/57.2 Councillor Andrew Bull to liaise with Toppesfield Cricket Club re the metal spikes on the Cricket Wicket.
- 19/57.3 Councillor Andrew Bull to write to the owner of the remaining vehicle and then look at a tidy up of the car park.
- 19/57.4 Councillor Andrew Bull to write to Mr Ketley re the amount of the mud on the Toppesfield Road.
- 19/57.5 Councillor Andrew Bull to write to owners of the Mission Hall regarding the state of the hedges.
- 19/57.6 Councillor Paul Thompson to seek quotes for the hardstanding for the new bench.

**19/58. Internal Practices and management for the Parish Council:**

- 19/58.1 Neighbourhood Plan – programme and advertise event.  
 19/58.2 Litter Pick – 6<sup>th</sup> April 2019.  
 19/58.3 Street Cleaning Agreement – for consideration and signing if approved.

**19/59. Correspondence Received:**

- 19/59.1 EALC Legal and County Updates, Essex County Council Highways Highlights, RCCE Essex Warbler – circulated to all Councillors prior to meeting.  
 19/59.2 Rural Services Network – have launched a campaign calling on the Government to develop a Rural Strategy – more information regarding this or to sign up can be found at: <https://www.rsonline.org.uk/government-urged-to-produce-new-rural-strategy-ahead-of-brexit>  
 19/59.3 Braintree District Council – Choice based Lettings – Spaces still available for the meeting on 10<sup>th</sup> April 2019.  
 19/59.4 Merchant Navy Fund – Merchant Navy Day – 3<sup>rd</sup> September 2019. Support request to raise awareness of the UK’s ongoing dependence on Merchant Navy seafarers.

**19/60. Financial Accounts:**

- 19/60.1 To receive the Clerk’s Report indicating receipts and payments requiring approval  
 19/60.2 Gainsford End Playing Field project  
 19/60.3 Defibrillator for Gainsford End

**19/61. Highways:**

- 19/61.1 Siting of bench

**19/62. Planning:**

Application No:	Description	Address	Action
19/00542/HH	Retrospective application for the conversion of out building into habitable room and single storey rear extension linking existing outbuilding to main	13 Church Lane Toppesfield CO9 4DS	Comments to Braintree District Council by 26 <sup>th</sup> April 2019

**19/63. Toppesfield Village Hall**

- 19/63.1 Update from Village Hall Management Committee (AC)

**19/64 Playing Fields & The Dick Ruggles Pavilion**

- 19/64.1 RoSPA inspections are due to be carried out in May 2019 are any changes/additions to inspection sites required.

**19/65 Communications**

- 19/65.1 Broadband project Openreach (AB)  
 19/65.2 Parish Council website (KB)

**19/66. Information exchange / Parish Surgery / Items for the next agenda****19/67. Date of the next meeting:**

The next Parish Council Meeting is proposed to be held on 9<sup>th</sup> May 2019 which will be the Annual Parish Council meeting at 7.30pm at Toppesfield Village Hall. The Annual Parish Meeting will be held on 25<sup>th</sup> April 2019 at 7.30pm at Toppesfield Village Hall.

**19/68. Close**