



Toppesfield Parish Council

Clerk to the Council:

Kaaren Berry

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3rd August 2014

Toppesfield Parish Councillors

You are hereby summoned to attend the Parish Council meeting of Toppesfield Parish Council to be held on **Thursday 7th August 2014 at 8.00 pm** at **Toppesfield Village Hall** for the purpose of transacting the following business:

Kaaren Berry

Kaaren Berry
Clerk to Toppesfield Parish Council

AGENDA

14/154. Attendance and Apologies for absence

14/155. 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).]

14/156. Open Session – opportunity for members of the Parish to address the Parish Council.

14/157. Minutes of last meeting (*previously circulated*)

14/158. Matters Arising from last meeting - not dealt with below

14/159. Actions from previous meeting:

14/159.1 Kaaren Berry to follow up on Park Lane Highway issue with Councillor Finch.

14/159.2 Kaaren Berry and Shaun Sheldrake to enquire about rebuild prices for the village hall.

14/159.3 Kaaren Berry to seek views of householders either side of the footpath to the allotment regarding a dog waste bin being placed at the end of the footpath.

14/159.4 Councillor Bull to obtain a quote to clear around the pump at Gainsford End.

14/159.5 Councillor Croft to progress the activity day.

14/159.6 Kaaren Berry to research cost of noticeboard in Gainsford End or similar.

14/159.7 Councillor Bull to email Communications plan to Councillor's and Clerk.

14/159.8 Councillor Bull to obtain quotes for banners for regular events.

14/159.9 Kaaren Berry to obtain prices for A frame boards.

14/159.10 Kaaren Berry to contact RoSPA re the report and the area at the bottom of the Toppesfield playing field.

14/159.11 Kaaren Berry to follow up on the access roads along The Causeway.

14/159.12 Kaaren Berry to report the path by the school where the Holm Oak was is uneven and the entrance to the road surface to the school main gates.

14/160. Correspondence:

- 14/160.1 Braintree District Council – Lights Out event (previously circulated).
- 14/160.2 Braintree District Council – Site Allocations and Development Management Plan.
- 14/160.3 Society of Local Council Clerks – July edition of The Clerk magazine.
- 14/160.4 Local Government Boundary Commission – Final recommendations.
- 14/160.5 CPRE – Summer edition of the Countryside Voice.
- 14/160.6 mh-p – Website Analytical Report for July 2104
- 14/160.7 Mosscliff – Kitchen Farm Public Consultation – website link:
<http://www.mosscliff.co.uk/est-of-england-application-4.html>
- 14/160.8 Essex County Council, Parish Transport Meeting Notes. Copy of the slides used in the presentation are available from the clerk on request.
- 14/160.9 Essex County Council – Ramsden Hall School – reduction in number of permanent places.
- 14/160.10 Essex County Council – Revised Mobile Library timetable.

14/161. Planning:

Application No:	Description:	Location:
14/00185/TPOCON	Application to carry out work on trees affected by the Conservation Area at Dordell Court.	Dordell Court Church Lane Toppesfield CO9 4DR

Discussion, decision and comments required.

14/162. Financial Accounts:

- 14/162.1 To receive the Clerk's Report indicating receipts and payments requiring approval.
- 14/162.2 Dog waste bins
- 14/162.3 Pumphouse – quote for repairing previously reported damage
- 14/162.4 The Pump at Gainsford End
- 14/162.5 Request from the Allotment Society for funding to clear the remnants from the tree cutting at the allotments.

14/163. Activity Days:

Councillor Croft to report progress

14/164. Update on internal auditors report:

- 14/164.1 Risk Assessment
- 14/164.2 Update on other areas of the internal report.

14/165. Internal Practices and management for the Parish Council:

- 14/165.1 Communications Plan for consideration – progress report on various aspects.
- 14/165.2 New Risk Assessment Log for consideration. (Will be circulated prior to meeting)

14/166. 'Greene King Field' - Land for Sale:

- 14/166.1 Update of progress.

14/167. Chapel Field Purchase:

Councillor Sheldrake to report.

14/168. Report from the Leisure and Recreation Group:

- 14/168.1 Councillor Bull to report progress.
- 14/168.2 Litter Bin in the park.

14/169. War Memorial:

14/169.1 War Memorial update.
14/169.2 WW1 Commemoration.

14/170. Transport / Highways Issues:

14/170.1 Greenfields Village Inspection
14/170.2 The Causeway

14/171. Village Hall Update report:

Councillor Sheldrake to report

14/172. Toppesfield Community Pub:

Councillor Collard to give an update on building and renovation plans.

14/173. Councillor to attend next Parish Surgery:

Surgery to be held on 9th August 2014, 10.30am – 12.30pm at Toppesfield Village Hall.

14/174. Toppesfield & Gainsford End Village Show:

Saturday 13th September 2014 – To discuss and agree the Parish Council's stall/stand.

14/175. Gainsford End Telephone Box:

Parishioners responses / views

14/176. Any Other Business:

To discuss any other business / items for the next agenda

14/177. Date of the next meeting:

The next Parish Council Meeting is scheduled for 4th September 2014 at 8pm at Toppesfield Village Hall

14/178. Close