



Toppesfield Parish Council

Clerk to the Council:

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30th July 2015

Toppesfield Parish Councillors

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

Thursday 6th August 2015 at 8.00 pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

15/161. Attendance and Apologies for absence

15/162. 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).]

15/163. Open Session – opportunity for members of the Parish to address the Parish Council.

15/164. Minutes of the last Parish Council Meeting (*previously circulated*)

15/165. Matters Arising from last meeting - not dealt with below

15/166. Actions from previous meeting:

- 15/166.1 Councillor Dyson to contact Braintree District Council re the Call for Sites Programme.
- 15/166.2 Kaaren Berry to contact Highways re the recent assessment teams visit and check if the driveway along Park Lane was reported.
- 15/166.3 Councillor Bull to complete and send the nomination form for the Buckingham Palace Garden Party.
- 15/166.4 Councillor Dyson to look further into the Public Works Loan Board guidance and procedures.
- 15/166.5 Councillor Bull to seek a quote for repainting the Village Gates.
- 15/166.6 Kaaren Berry to follow up on fit For Sport / Fusion hosting an activity day at the Village Hall.
- 15/166.7 Kaaren Berry to query the bill for EALC again.
- 15/166.8 Kaaren Berry to speak to the market organisers re running boot sales or tombola's alongside the village markets to help raise funds for projects.
- 15/166.9 Kaaren Berry to forward the RoSPA report to Councillor Thompson for consideration.
- 15/166.10 Councillor Bull to find out the cost of an extra page to the Parish Council website for a list of local tradesmen and business's.
- 15/166.11 Councillor Bull to contact Alan Collard about the memorial saplings.

15/167 Internal Practices and management for the Parish Council

- 15/167.1 Consideration of and proposal to adopt the Policy on Travel Expenses for Parish Councillors – previously circulated.
15/167.2 Feedback from the previous Parish Surgery (Councillor Andrew Bull)

15/168. Correspondence Received:

- 15/168.1 Braintree District Council – Planning Application no 15/00507/Ful – variation of condition no 3 has been granted.
15/168.2 Coggeshall Food & Drink festival – posters received for display
15/168.3 Letter confirming a donation to LARG from a parishioner.
15/168.4 J Parker – wholesale catalogue
15/168.5 SLCC – Clerk Magazine – July edition received.
15/168.6 Braintree District Council – Age UK - Staying Cool in a heatwave booklets.
15/168.7 Braintree District Council – Broadband Business Guide from Superfast Essex
15/168.8 EALC – Legal Update 7 – circulated to Councillors
15.168.9 Halstead Area crime Prevention Panel – invitation for new panel members.
15/168.10 BDVSA – July newsletter – detailing funding opportunities, volunteering matters, training and Local news and events – circulated to Councillors.
15/168.11 Braintree District Council – Local Plan information – more information and timetable can be found at: https://www.braintree.gov.uk/info/200230/planning_policy/701/new_local_plan/2 and http://www.braintree.gov.uk/info/200230/local_development_framework_and_planning_policy/701/new_local_plan
15/168.12 EALC – County Update No 129 received.
15/168.13 Essex County Council – Bus and Passenger Transport consultation findings and information on Area Review meeting and presentations can be viewed at www.essex.gov.uk/busreview
15.168.14 Essex County Council – Notes of the Meeting on 26 June 2015 with Nick Alston.

15/169. Financial Accounts:

- 15/169.1 Proposal to accept the charging schedule from Birkett Long to pursue the purchase of a piece of land Behind The Green Man PH.
15/169.2 Consideration of Parish Grant application from Toppesfield Cricket Club.
15/169.3 To receive the Clerk's Report indicating receipts and payments requiring approval.
15/169.4 Consideration of quote for repainting of the Village Gates.
15/169 5 Proposal to set a price for purchasing snow shovels for the winter gritting teams and general use – Councillor Preston

15/170. Highways

- 15.170.1 Driveways on The Causeway and general state of repair. Councillor Thompson.

15/172. Planning:

15/172.1

Application No:	Description:	Location:	Comments By:
15/00853/FUL	Conversion of 1 bay of garage to home office and erection of stables at Unit 3, Berwick Hall Farm	Berwick Hall Farm Park Lane Toppesfield CO9 4DQ	7 th August 2015

15/172.2 Proposal on Engagement and Consultation Strategy for Local Call for Sites Programme – Councillor Andrew Bull

15/173. Parish Plan Portfolio : Ecology & Environment

15/173.1 Update: Councillor Mike James

15/174. Parish Plan Portfolio: Social and Community

15/174.1 Update; Councillors Dave Dyson and Linda Bowen

15/174.2 Winter Gritting Team update – Councillor Preston

15/175. Parish Plan Portfolio: Leisure & Recreation

15/175.1. Update on Changing Rooms Refurbishment – Councillor Thompson

15/175.2 Proposal, Discussion and Vote on Toppesfield & Gainsford End Playing Field Plans – Councillor Thompson.

15/175.3 Local Footpaths Maintenance – Councillor Thompson

15/175.4 Tombola / Lucky Number Game for funding – Councillor Thompson

15/175.5 Proposal to purchase replacement nets for 5 A Side Goalposts - Councillor Thompson

15/176. Parish Plan Portfolio: Communications and Transport

15/176.1 Update: Councillor Andrew Bull

15/177. Parish Plan Portfolio: Economy and Employment

15/177.1 Update: Councillor Alan Preston

15/178. Parish Plan Portfolio: Youth

15/178.1 Update: Councillor Andrea Chinery

15/179. Parish Surgery:

The next Parish Surgery will be held on 8th August 2015 from 10.30am – 12.30pm in the Village Hall.

15/180. Any Other Business:

To discuss any other business / items for the next agenda

15/181. Date of the next meeting:

The next Parish Council Meeting is scheduled for 3rd September 2015 at 8pm at Toppesfield Village Hall

15/182. Close