



# Toppesfield Parish Council

**Clerk to the Council:**

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30<sup>th</sup> July 2015

Toppesfield Parish Councillors

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

**Thursday 6<sup>th</sup> 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](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](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](http://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 <sup>th</sup> 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 8<sup>th</sup> 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 3<sup>rd</sup> September 2015 at 8pm at Toppesfield Village Hall

**15/182. Close**