



# Toppesfield Parish Council

**Clerk to the Council:**

**Kaaren Berry**

**T: 01787 238217**

**E: Kaaren.berry@kaaren.co.uk**

**2 Gunces Farm Cottages, Stambourne Road,  
Great Yeldham, Halstead, Essex CO9 4RB**

[www.toppesfieldparishcouncil.org.uk](http://www.toppesfieldparishcouncil.org.uk)

26<sup>th</sup> July 2013

Toppesfield Parish Councillors

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

**Thursday 1<sup>st</sup> August 2013 at 8.00 pm at Toppesfield Village Hall.**

Kaaren Berry

Clerk to Toppesfield Parish Council

*Kaaren Berry*

## **AGENDA**

### **13/138. Attendance and Apologies for absence**

### **13/139. 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).]*

**13/140. Open Session** – *opportunity for members of the Parish to address the Parish Council.*

**13/141. Minutes of last meeting** (*previously circulated*)

**13/142. Matters Arising from last meeting** - not dealt with below

### **13/143. Actions from previous meeting:**

- 13/143.1 Kaaren Berry to chase up Braintree District Council for hedge cutting quotation.
- 13/143.2 Kaaren Berry to report the pothole along the Yeldham Road to Essex County Council.
- 13/143.3 Kaaren Berry to draft letter for additional information for the progressing of the refurbishment of the changing room. Shaun Sheldrake to review letter.
- 13/143.4 Kaaren Berry to approach the Village Warden to attend to the car park area to tidy it up.
- 13/143.5 Kaaren Berry to contact those interested in the vacant Councillor position.
- 13/143.6 Kaaren Berry to look into applying for Tree Preservation Orders.
- 13/143.7 Kaaren Berry to complete the second for the Land Registry to find ownership of the access road.

Outstanding actions not listed above:

13/125.2 Councillor Moore to contact land owners regarding the clearing of footpaths. No information available.

13/125.9 Kaaren Berry to progress the competition entry for the EALC Communication Award. In progress.

**13/144. Leisure and Recreation Group:**

Pavilion Refurbishment and recreational equipment - Decision required

**13/145. Financial Accounts:**

13/145.1 To receive the Clerk's Report indicating receipts and payments requiring approval.

13/145.2 Budget and Precept Course – 17<sup>th</sup> September 2013

**13/146. Transport / Highways Issues**

**13/147. Co-option of Casual Vacancy**

**13/148. Village Hall Update report**

Councillor Sheldrake to report

**13/149. Planning**

<b>Minute No:</b>	<b>Application No:</b>	<b>Description:</b>	<b>Location:</b>
13/149.1	13/00778/FUL	Erection of agricultural livestock building used over-winter housing of beef cattle	Toppesfield Hall Great Yeldham Road Toppesfield CO9 4LS
13/149.2	13/00822/FUL	Erection of two storey side extension and single storey rear extension	8 Park Lane Toppesfield CO9 4DQ
13.149.3	13/00849/LBC	Amendment to Listed Building Consent 10/01439/LBC relating to revised fenestration details to be implemented as part of consented residential conversion of Unit 2	Berwick Hall Farm Park Lane Toppesfield CO9 4DQ

*Decision required on each planning application*

**13/150. Village Plan**

Report from the meeting held on 17<sup>th</sup> July 2013 – attached

### **13/151. Parish Surgeries**

Report on surgery attendance and issues raised.

### **13/152. Renewable Energy**

What is the parish councils position on different types of renewable energy

### **13/153. Correspondence**

- 13/153.1 Local Government Boundary Commission – Electoral Review – start of consultation on new ward boundaries.
- 13/153.2 Braintree District Council – confirmation received stating that planning application no 13/00268/FUL has been granted. This is for the erection of detached dwelling at Land Adjacent to 1 The Street, Toppesfield.
- 13/153.3 SLCC – Clerk magazine – July Issue & Booking form for their 39<sup>th</sup> National Conference.
- 13/153.4 Essex County Council - Essex Replacement Minerals Local Plan Submission to the Secretary of State for independent examination
- 13/153.5 County Broadband – response to enquiry about the village show and passwords.
- 13/153.6 Braintree District Council Site Allocations and Development Management Plan – Consideration by Council 23<sup>rd</sup> September 2013.
- 13/153.7 Braintree District Council - Changes to Permitted Development
- 13/153.8 Braintree District Council – superfast broadband
- 13/153.9 Consultation: Braintree DC - Draft Homelessness Strategy and Review 2013 to 2018

### **13/154. Any Other Business**

To discuss any other business / items for the next agenda

### **13/155. Date of the next meeting**

The next Parish Council Meeting is scheduled for 5<sup>th</sup> September 2013 at 8pm at Toppesfield Village Hall

### **13/156. Close**