



Toppesfield Parish Council

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27th November 2015

Toppesfield Parish Councillors

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

Thursday 3rd December 2015 at 8.00 pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

15/248. Attendance and Apologies for absence

15/249. 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).]

15/250. Open Session – opportunity for members of the Parish to address the Parish Council.

15/251. Minutes of the last Parish Council Meeting (*previously circulated*)

15/252. Matters Arising from last meeting - not dealt with below

15/253. Actions from previous meeting:

- 15/253.1 Councillor Bull to put an article in the newsletter reminding people of their responsibilities in clearing up after their dogs.
- 15/253.2 Councillor Bull to contact the dog Warden at Braintree District Council regarding the dog mess in the village.
- 15/253.3 Councillor Bull to forward copy of the Buckingham Palace nomination form to Kaaren Berry.
- 15/253.4 Councillor Dyson and Kaaren Berry to complete Braintree District Council Emergency Planning Document.
- 15/253.5 Kaaren Berry to contact Playquip for a new 'pin & bush' for one of the swings in Toppesfield Playing Field.
- 15/253.6 Councillor Thompson to make enquiries with Land Registry about the footpath from Camoise Close to the Church regarding ownership.
- 15/253.7 Kaaren Berry to speak to Stambourne Parish Council re their booking procedure regarding their Pavilion.
- 15/253.8 Councillor Bull to contact Braintree District Council with new concerns raised around noise and roaming chickens.
- 15/253.9 Kaaren Berry to forward a copy of the Braintree District Council Planning Training evening to all Councillors.

15/254 Internal Practices and management for the Parish Council

15/254.1 Transparency Code

15/254.2 Network 5

15/254.3 Proposal to form Personnel Committee comprising of Councillor Dave Dyson, Councillor Mike James, Councillor Andrea Chinery and Councillor Alan Preston.

15/254.4 Proposal to form an Appeals Personnel Committee comprising of Councillor Andrew Bull, Councillor Linda Bowen and Councillor Paul Thompson.

15/255. Correspondence Received:

15/255.1 Essex County Council – Devolution update newsletter – forward to all Councillors prior to the meeting

15/255.2 Citizens Advice Bureau – AGM, 17th December 2015 2.0pm at Witham Town Hall.

15/255.3 Essex Fire Service & Essex Police volunteering scheme for Essex Parishes.

15/255.4 Countryside Voice – Winter Edition received

15/256. Financial Accounts:

15/256.1 Quote for Christmas tree holder and installation

15/256.2 To receive the Clerk's Report indicating receipts and payments requiring approval.

15/256.3 Budget for 2016/2017

15/257. Highways

15/257.1 Pathway from Camoise Close to the Church – Councillor Paul Thompson

15/257.2 Dog Fouling Strategy – Councillor Paul Thompson

15/258. Land to the rear of The Green Man Public House

15/258.1 Update on land purchase – Councillor Andrew Bull

15/258.2 Trees for the boundary of the land being purchased.

15/258.3 Use of land to the rear of The Green Man and the playing fields – proposal for this being used for tents & vans for May's Beer festival at The Green Man public house – Councillor Alan Preston.

15/259. Parish Plan Portfolio: Ecology & Environment

15/259.1 Update: Councillor Mike James

15/260. Parish Plan Portfolio: Social and Community

15/260.1 Update: Councillor Dave Dyson & Councillor Linda Bowen

15/261. Parish Plan Portfolio: Leisure & Recreation

15/261.1 Discussion on plans and moving projects forward for the playing fields.

15/262. Parish Plan Portfolio: Communications and Transport

15/262.1 Update: Councillor Andrew Bull

15/263. Parish Plan Portfolio: Economy and Employment

15/263.1 Update: Councillor Alan Preston

15/263.2 Update: Village Handyman.

15/264. Parish Plan Portfolio: Youth

15/264.1 Update: Councillor Andrea Chinery

15/265 Community Listening Event

15/265.1 Review.

15/266. Christmas Event:

15/266.1 Councillor Andrew Bull to update

15/267. Parish Surgery:

15/267.1 Report on Parish Council surgery 7th November 2015 – Councillor Andrew Bull

15/267.2 The next Parish Surgery will be held on 5th December 2015 from 10.30am – 12.30pm in the Village Hall.

15/268. Any Other Business:

To discuss any other business / items for the next agenda

15/269. Date of the next meeting:

The next Parish Council Meeting is scheduled for 7th January 2016 at 8pm at Toppesfield Village Hall

15/270. Close