



Toppesfield Parish Council

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30th November 2017

Toppesfield Parish Councillors

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

Thursday 7th December 2017 at 7.30pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

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AGENDA

- 17/189. Attendance and Apologies for absence**
- 17/190. 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).]
- 17/191. Open Session – opportunity for members of the Parish to address the Parish Council.**

17/192. Minutes of the last Parish Council Meeting
(previously circulated)

17/193. Matters Arising not on the agenda – for report only

17/194 Actions from previous meeting:

17/194.1 Councillor Bull to speak to Paul Clark Printing re bill for reprinting last year's newsletter.

17/194.2 Kaaren Berry to update and circulate Asset register and circulate for comment.

17/195. Internal Practices and management for the Parish Council:

17/195.1 Dates for next year including the Annual Parish Meeting and Annual Parish Council Meeting.

17/196 Correspondence Received:

17/196.1 Essex Youth Bus – availability and Youth Council.

17/196.2 Victim Support – Volunteering in the New Year - fully accredited training course in Chelmsford
To find out more email essexvolunteering@victimsupport.org.uk or call the Essex Service Delivery team on 01277 357557.

17/196.3 Countrywide Ground Maintenance Ltd – introduction & list of services available.

17/196.4 Braintree District Council – Rough Sleeper Estimate November 2017.

17/196.5 CPRE – Countryside Voice Publication – Winter edition received.

17/196.6 Essex Parish Partnership – Making the Links, EALC updates – circulated to all Councillors prior to meeting.

- 17/196.7 Essex Heritage Trust – War Memorial Trust Publication – Issue no 75 received.
 17/196.8 Essex and Herts Air Ambulance – working with East London Textiles to fundraise.
 17/196.9 Smaller Authorities Audit Appointments Ltd – Notification of external auditor appointments for the 2017/2018 financial year.
 17/196.10 Essex County Council – Essex Energy Switch campaign launches 5th December 2017– 13 February 2018.
 17/196.11 Braintree District Council - briefing note in relation to the former Wethersfield Airfield.
 17/196.12 Braintree District Council - Braintree District Council, Colchester Borough Council, and Tendring District Council have published for consultation Issues and Options Development Plan Documents and Sustainability Appraisal's for the proposed new garden communities in North Essex. Consultation documents can be viewed and comment on at; <http://braintree-consult.objective.co.uk/portal/negc> Consultation process will finish at 5 pm on the 22nd January 2018
 17/196.13 RCCE – Essex Warbler – November Edition – circulated to Councillors prior to the meeting.
 17/196.14 Mid Essex Clinical Commissioning Group - The Mid and South Essex STP consultation - Full details of the consultation proposals can be found at www.nhsmidandsouthessex.co.uk, The consultation runs until 9th March 2018.

17/197. Financial Accounts:

- 17/197.1 To receive the Clerk's Report indicating receipts and payments requiring approval
 17/197.2 Village Hall Insurance
 17/197.3 Asset Register
 17/197.4 Precept, projects for next year and funding.

17/198 Highways:

- 17/198.1 Footpath 51.
 17/198.2 Various Road Closures for 7th December 2017 -

17/199 Planning:

Application No:	Description	Location	Action
17/02042/VAR	Application for variation of Condition 5 of approved application 17/00458/FUL – Amendment to extend opening hours	Bradfields, Harrow Hill, Toppesfield CO9 4LX	Comments to Braintree District Council by 19 th December 2017
17/02083/NMA	Application for a non-material amendment following grant of planning permission 17/00458/FUL (Demolition of outbuilding and erection of garages and store facilities for agricultural enterprise including ancillary works) Internal layout configuration, window and door revisions.	Bradfields, Harrow Hill, Toppesfield CO9 4LX	Information only – due to the type of application comments are not sort by Braintree District Council – details of the application are displayed on the District Councils website.
17/02074/FUL & 17/02075/LBC	Erection of 2 bay garage to replace the existing asbestos garage	1 Stambourne Road Toppesfield CO9 4DG	Comments to Braintree District Council by 25 th December 2017
17/02067/FUL	Erection of two storey rear extension	4 The Street Toppesfield CO9 4DJ	Comments to Braintree District Council by 1 st January 2018

17/200 Parish Council Goal – ‘Love where you live’

- 17/200.1 Neighbourhood Watch Programme Update [AP]
 17/200.2 Community Payback Team – Report on November & Proposed Plan for December [PT]
 17/200.3 Update on bench from Thelma Bond [AB]
 17/200.4 Update on Gainsford End Pump Project.
 17/200.5 Allotments in Toppesfield [PT]

- 17/200.6 Braintree District Council – Open space action plan - amendments.
 17/200.7 Playing Field Bins [PT]
 17/200.8 Maintenance of the Pavilion [PT]
 17/200.9 Channel Sweeping Dates – 2017/2018 as follows:

Gainsford End	1/2 Day	FRI	08-Dec-17	THU	15-Mar-18	WED	20-Jun-18	THU	20-Sep-18
Toppesfield	1/2 Day	THU	07-Dec-17	WED	14-Mar-18	TUE	19-Jun-18	WED	19-Sep-18

17/201. Parish Council Goal – ‘Bringing the Community Together’

- 17/201.1 Update on Christmas Lunch planning for our older residents [AP]
 17/201.2 Village Hall Management Committee Update (LB)
 17/201.3 Update on Little Chestnuts Pre-School [AC]
 17/201.4 Update on Golden Chestnuts activities for November/December 2017 [DD]
 17/201.5 Update on St. Margaret’s School [AC]

17/202. Parish Council Goal – ‘Protecting our Heritage and Planning for the Future’

17/203. Information exchange / November and December Parish Surgery / Items for the next agenda

17/204. Date of the next meeting:

The next Parish Council Meeting is proposed to be held on 4th January 2017 at 7.30pm at Toppesfield Village Hall.

17/205. Close

#Critical/Important items highlighted in bold/italics