



Toppesfield Parish Council

Clerk to the Council:

Kaaren Berry

Tel: 01887 238218

Mobile: 07788955038

Email: Kaaren.berry@kaaren.co.uk

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

www.toppesfieldparishcouncil.org.uk

29th November 2018

Toppesfield Parish Councillors

You are hereby summoned to the Parish Council meeting of Toppesfield Parish Council to be held on
Thursday 6th December 2018 at 7.30pm at Toppesfield Village Hall.

Kaaren Berry
Clerk to Toppesfield Parish Council
Kaaren Berry

AGENDA

18/199. Attendance and Apologies for absence

18/200. 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).]

18/201. Open Session – opportunity for members of the Parish to address the Parish Council.

18/202. Minutes of the last Parish Council Meeting
(previously circulated)

18/203. Matters Arising not on the agenda – for report only

18/204. Actions from previous meeting:

18/204.1 Andrew Bull to investigate the contact for BT Open Reach Broadband and where the funding is to be held and to check with other villages as to what they have done.

18/204.2 Councillor Thompson to seek quotes for a bench for under the Pump.

18/204.3 Councillor Bull to write to Brian Moody re the grant request from the Church.

18/204.4 Councillor Thompson draft questionnaire to Gainsford End residents as to what they would like at the playing field and to obtain quotes to remove the existing swing set.

18/204.5 Councillor Bull to speak to the owners of the glass in the cabinet at the pavilion to bring it up to safety standards and speak to the chairman of the Toppesfield Cricket Club as to how the grant made for training up a coach was spent.

18/204.6 Councillor Andrew Bull to locate the pump along Church Lane.

18/204.7 Councillor Andrea Chinery to liaise with the school re Christmas Event.

18/204.8 Councillor Andrea Chinery to request key codes for the village hall and parish office from the village hall management committee and for a key to the village hall for the parish clerk to hold.

18/204.9 Councillor Andrew Bull to liaise with Toppesfield Cricket Club re the metal spikes on the Cricket Wicket.

18/205. Internal Practices and management for the Parish Council:

- 18/205.1 Christmas lunch Planning (AB)
- 18/205.2 Christmas event feedback.
- 18/205.3 Meeting dates for 2019.
- 18/206.4 Proposal to donate the old printer in the Parish Office to PumpHouse Community Brewery (KB)

18/206. Correspondence Received:

- 18/206.1 Essex Parish Partnership – Making the Links, EALC Legal and County Updates – circulated to all Councillors prior to meeting.
- 18/206.2 RCCE – Neighbourhood Planning Christmas Coffee Morning – 14th December 2018, 10.30am – 12.30pm at Barnston Village Hall, Chelmsford Road, Barnston
- 18/206.3 Braintree District Council – Open Space Action Plan 2019. Annual update required.
- 18/206.4 Publications received – War Memorials Trust Bulletin November Issue, CPRE Countryside Voice Winter issue, Clerk & Councils Direct and SLCC The Clerk November editions received.
- 18/206.5 Cllr Richard van Dulken – Finchingfield Bridge – plans to close the bridge for a period of 5 days in February subject to legal permissions being granted for investigation work.
- 18/206.6 Essex County Council – Public Consultation on Essex Library Services (2019-2024) from 29 November 2018 – 20 February 2019. More information about the proposals and to complete the survey can be found at www.essex.gov.uk/libraries-consultation.
- 18/206.7 Roger Hirst PFCC for Essex – Fire and Rescue Plan Survey – the survey is open until 15th January 2019 and can be completed online at www.essex.pfcc.police.uk/fire-rescue-plan-2019-2024-public-survey
- 18/206.8 Mh-p – Web Analytics Report – November 2018

18/207. Financial Accounts:

- 18/207.1 To receive the Clerk's Report indicating receipts and payments requiring approval
- 18/207.2 Estimated Election costs.
- 18/207.3 Budget for 2019/2020
- 18/207.4 Request for taking over the responsibility of the Allotments and discuss the possibility of a permanent land swap with the owners (PT)
- 18/207.5 Request for a defibrillator for Gainsford End and phone tree system for support (KB)

18/208. Highways:

- 18/208.1 Footpath 51 – additional information required by Essex County Council
- 18/208.2 Removal of cars from Park Lane (AB)
- 18/208.3 Hedge at Cust Hall, in need of cutting back – update
- 18/208.4 Church Lane Pump – location and state of repair (AB)
- 18/208.5 Update on reported issues to Essex Highways (KB)

18/209. Planning:

Application No:	Description	Address	Action
18/01800/FUL	Proposed Oak Framed Cartlodge with storage over	The Windmill Gainsford End Toppesfield CO9 4EG	Pending Consideration by Braintree District Council
18/00293/TPOCON	Notice of intent to carry out works to tree in a Conservation Area - Fell Walnut tree	St Margaret's C Of E Primary School Toppesfield CO9 4DS	Pending Consideration by Braintree District Council
18/00746/FUL	Planning application for the enlargement of two existing fishing lakes to create one larger fishing lake; the creation of a parking area; the change of use of land for siting four mobile units to provide anglers' toilets, a tea room, a tools shed; office with family cabin. Retention of new electricity supply and enclosure.	Fishing Lakes Great Yeldham Hall Toppesfield Road Great Yeldham Essex	Application Refused by Braintree District Council

18/210. Toppesfield Village Hall

18/210.1 Update from Village Hall Management Committee (AC)

18/211 Playing Fields & The Dick Ruggles Pavilion

18/211.1 Community Payback update on activities carried out/proposed activities. (PT)

18/211.2 Proposal to produce a plan that shows a potential walk around the parish outlining the whereabouts of the 19 Elms Memorial trees, the plan can be printed up and sold in the Community Shop to gain funds for future Memorial restorations (PT)

18/212 Communications

18/212.1 Superfast Broadband update (AB)

18/212.2 Parish Council website review (AB)

18/213. Information exchange / Parish Surgery / Items for the next agenda

18/214. Date of the next meeting:

The next Parish Council Meeting is proposed to be held on 10th January 2019 at 7.30pm at Toppesfield Village Hall.

18/215. Close