



Toppesfield Parish Council

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26th January 2016

Toppesfield Parish Councillors

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

Thursday 4th February 2016 at 8.00 pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

16/26. Attendance and Apologies for absence

16/27. 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).]

16/28. Open Session – opportunity for members of the Parish to address the Parish Council.

16/29. Minutes of the last Parish Council Meeting (*previously circulated*)

16/30. Matters Arising from last meeting - not dealt with below

16/31. Actions from previous meeting:

16/31.1 Councillor Paul Thompson to complete the Open Space Action Plan.

16/31.2 Councillor Dave Dyson to contact Braintree District Council to inspect the changing rooms / pavilion in order to progress the Section 106 application.

16/31.3 Kaaren Berry to contact Playquip for a new 'pin & bush' for one of the swings in Toppesfield Playing Field.

16/31.4 Councillor Paul Thompson to review the terms of hire for the Pavilion.

16/31.5 Kaaren Berry to write to the proprietors of footpath/road in Camoise Close and ask them to repair it.

16/31.6 Councillor Dyson to write to Toppesfield Community Pub and ask them for general access to the land being purchased by Toppesfield Parish Council.

16/31.7 Kaaren Berry to find out the conditions for the Parish Council having General Power of Competence.

16/31.8 Councillor Mike James and Kaaren Berry to arrange village litter pick.

16/31.9 Kaaren Berry to enquire with Braintree District Council the cost and bin sizes for village hall use.

16/31.10 Councillor Thompson to liaise with the cricket club to replant one of the memorial trees on the playing field.

16/31.11 Kaaren Berry to find out when the 333 service will no longer be available in Toppesfield.

16/31.12 Councillor Preston to draw up job description for village handy man.

16/31.13 Councillor Chinery to investigate the cost of a porta cabin and costs to make it suitable for pre-school use.

16/32. Internal Practices and management for the Parish Council:

16/33. Correspondence Received:

- 16/33.1 BDVSA – E-Bulletins 12th January and 26th January 2016 – Circulated to all Councillors prior to the meeting.
- 16/33.2 St Margaret’s School – concerns regarding the hole on the pavement which has appeared after the removal of the tree which was between the Church wall and the school gate.
- 16/33.3 RCCE – Introduction from Ed Rigby, Rural Housing Enabler
- 16/33.4 EALC – Playground inspection course, Local Council Police Conference, The future of External Audit for Smaller Authorities – update one and training calendar.
- 16/33.5 RCCE – Neighbourhood Planning Networking Event – 6th February 2016
- 16/33.6 Lower Thames Crossing Route Consultation 2016
- 16/33.7 Contact details for local Councillor Richard Van Dulken and James Cleverly MP.
- 16/33.8 Braintree District Council – Age Well – initiative to improve older people’s health and well-being and posters advertising their latest campaigns.
- 16/33.9 Essex Playing Field – Autumn Magazine received.
- 16/33.10 Clerk & Councils direct and SLCC Clerk Magazine January issues received.
- 16/33.11 Braintree District Council – Braintree District Local Plan - seeking comments on identified sites in the call for sites listing.

16/34. Financial Accounts:

- 16/34.1 Quote for repairing the pathway near the school gates and Church wall in Church Lane.
- 16/34.2 Braintree District Council Grounds Maintenance Service Level Agreement
- 16/34.3 To receive the Clerk's Report indicating receipts and payments requiring approval.
- 16/34.4 New Audit regime 2017 – consideration of opting out

16/35. Highways

16/36. Land to the rear of The Green Man Public House

- 16/36.1 Update on land purchase – Councillor Andrew Bull
- 16/36.2 Update on Legal access from TCP to the Parish Council to enable continued purchase of the land behind The Green Man

16/37. Engagement with Toppesfield Community Pub Ltd (TCP)

- 16/37.1 Presentation of TCP plans for the renovation of The Green Man
- 16/37.2 Update from TCP

16/38. Planning:

APPLICATION NO:	DESCRIPTION :	LOCATION :
16/00139/VAR	Application for variation of condition no. 4 of approved application 04/01398/COU - to allow Building No. 7 to be used only for B1, B2 and B8 use	Gainsford Hall Gainsford End Toppesfield C09 4EJ

16/38. Parish Plan Portfolio: Ecology & Environment

- 16/38.1 Update: Councillor Mike James

16/39. Parish Plan Portfolio: Social and Community

- 16/39.1 Update: Councillor Dave Dyson & Councillor Linda Bowen
- 16/39.2 Update on Neighbourhood Plan project.

16/40. Parish Plan Portfolio: Leisure & Recreation

16/40.1 Update: Councillor Paul Thompson

16/40.2 Quotes for pathway to the playing fields, hard standing area and boules court.

16/41. Parish Plan Portfolio: Communications and Transport

16/41.1 Update: Councillor Andrew Bull

16/42. Parish Plan Portfolio: Economy and Employment

16/42.1 Update: Councillor Alan Preston

16/42.2 Update: Village Handyman.

16/43. Parish Plan Portfolio: Youth

16/43.1 Update: Councillor Andrea Chinery

16/44. Parish Surgery:

16/44.1 The next Parish Surgery will be held in 6th February 2016 from 10.30am – 12.30pm in the Village Hall

16/45. Any Other Business:

To discuss any other business / items for the next agenda

16/46. Date of the next meeting:

The next Parish Council Meeting is scheduled for 3rd March 2016 at 8pm at Toppesfield Village Hall

16/47. Close