



Toppesfield Parish Council

Chairman Mr Andrew Bull

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31st January 2019

To: Members of Toppesfield Parish Council

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

Thursday 7th February 2019 at 7.30pm at **Toppesfield Village Hall** for the purpose of transacting the business according to the below Agenda.

Kaaren Berry

Kaaren Berry
Clerk to Toppesfield Parish Council

AGENDA

- 19/18. Attendance and Apologies for absence**
- 19/19. 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).]
- 19/20. Open Session – opportunity for members of the Parish to address the Parish Council.**
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- 19/21. Minutes of the last Parish Council Meeting**
(previously circulated)
- 19/22. Matters Arising not on the agenda – for report only**
- 19/23. Actions from previous meeting:**
- 19/23.1 Kaaren Berry to seek dates the RCCE are available to run a community event for the Neighbourhood plan.
- 19/23.2 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.
- 19/23.3 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.
- 19/23.4 Councillor Alan Preston to seek quotes for the repair of the pump along Church Lane.
- 19/23.5 Councillor Andrew Bull to liaise with Toppesfield Cricket Club re the metal spikes on the Cricket Wicket.

19/24. Internal Practices and management for the Parish Council:

- 19/24.1 Neighbourhood Plan
- 19/24.2 Litter Pick
- 19/24.3 Village Hall report, December 2018 – request for keys (DD)
- 19/24.4 Elections – May 2019

19/25. Correspondence Received:

- 19/25.1 EALC Legal and County Updates, Essex County Council Highways Highlights, RCCE Essex Warbler – circulated to all Councillors prior to meeting.
- 19/25.2 Citizens Advice have changed to a phone first service. Phone 0344 499 4719 to speak to an advisor between 10am – 4pm and you will be given an appointment if you need face to face assistance.
- 19/25.3 Want to give home composting a go? A workshop is being held on Saturday 23rd February 2019 1.30pm – 3.30pm Great Notley Community Centre. Register by completing a survey at www.loveessex.org/compost-workshops
- 19/25.4 Braintree District Council – Are publishing its revised Statement of Community Involvement for public consultation. The document is available at www.braintree.gov.uk/ConsultLP and can be view at Causeway House in Braintree. Consultation is open and runs until Monday 11th March at 5pm.
- 19/25.5 SLCC – protentional devolution of certain highway services.
- 19/25.6 Essex County Council – Local Bus consultation – are evening and Sunday local bus services important to you? Take part in the consultation at www.essex.gov.uk/local-bus-consultation
- 19/25.7 Essex County Council is reviewing ticket options, fares and opening days for Chelmsford Park and Ride services. You can have your say by taking part in the consultation at www.essex.gov.uk/Chelmsford-Park-and-Ride the consultation is open until 22 March 2019.
- 19/25.8 Mh-p – Web Analytics Report – January 2019
- 19/25.9 Essex County Council – Too good to throw away? Passing on your old items is a hassle-free way of doing good in your community. Visit www.loveessex.org to find out more.
- 19/25.10 Braintree District Council – Housing Briefing dates of 2019 received.
- 19/25.11 Braintree District Council – volunteers required for their community transport scheme.
- 19/25.12 Essex County Council – energy switch 2019. Registrations are now open for the Essex Energy Switch - deadline for registering is 12th February 2019 more details can be found at www.essex.gov.uk/energyswitch
- 19/25.13 EALC & Essex County Council are organising training courses on Adult Mental Health First Aid Training.

19/26. Financial Accounts:

- 19/26.1 To receive the Clerk's Report indicating receipts and payments requiring approval
- 19/26.2 Precept 2019/2020
- 19/26.3 Grant request from Toppesfield Village Hall Committee
- 19/26.4 End of year accounts and independent check.
- 19/26.5 Defibrillator for Gainsford End

19/27. Highways:

- 19/27.1 Removal of cars from Park Lane (AB)
- 19/27.2 Toppesfield Road (AS)
- 19/27.3 Gainsford End Mission Hall

19/28. Planning:

Application No:	Description	Address	Action
18/00293/TPOCON	Notice of intent to carry out works to tree in a Conservation	St Margaret's School Church Lane Toppesfield CO9 4DS	Application Granted
18/00832/FUL	Proposed replacement outbuilding to serve as an annexe for an elderly relative	Woodley's Farm Gainsford End Toppesfield Essex CO9 4EJ	Revised drawing submitted to BDC

19/29. Toppesfield Village Hall

19/29.1 Update from Village Hall Management Committee (AC)

19/30 Playing Fields & The Dick Ruggles Pavilion

19/30.1 Responses from the Gainsford End Recreational Ground questionnaire.

19/31 Communications

19/31.1 Consideration of proposed contract with Openreach re broadband (MJ)

19/31.2 Parish Council website review (AB)

19/32. Information exchange / Parish Surgery / Items for the next agenda

19/33. Date of the next meeting:

The next Parish Council Meeting is proposed to be held on 7th March 2019 at 7.30pm at Toppesfield Village Hall.

19/34. Close