



Toppesfield Parish Council

Clerk to the Council:

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4th January 2013

Toppesfield Parish Councillors

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

Thursday 10th January 2013 at 8.00 pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

13/1. Attendance and Apologies for absence

13/2. 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).]

13/3. Open Session – *opportunity for members of the Parish to address the Parish Council.*

13/4. Minutes of last meeting (*previously circulated*)

13/5. Matters Arising from last meeting - not dealt with below

13/6. Actions from previous meeting:

- 13/6.1 Andrew Bull to prepare a programme management spread sheet for the next parish council meeting regarding the progress of the village plan.
- 13/6.2 Kaaren Berry to contact Sarah Burder to find out how long the parish council have to claim the monies under section 106 and how to claim it.
- 13/6.3 Andrew Bull to report back re community group meeting / activities list for newsletter.
- 13/6.4 Kaaren Berry to contact EALC re dates for the 2 Hour Short Course for March next year.
- 13/6.5 Andrew Bull to supply costs of grass cutting following his meeting with Braintree District Council.
- 13/6.6 Peter Moore to circulate Jonathan Birchall's report on broadband.
- 13/6.7 Clare Thompson to bring ideas to the next parish council meeting on how to engage the school with the village.
- 13/6.8 Kaaren Berry to prepare a draft budget for next meeting.
- 13/6.9 Kaaren to contact other parishes regarding their internal auditor practices.

- 13/6.10 Councillor Bull and Councillor Levick to report on the events and Communication meeting.
13/6.11 Councillor Bull to confirm the position of works around the playing field and the leaning Holm Oak tree.
13/6.12 Kaaren Berry to ask one of the winter gritting volunteers if they would head the team.
13/6.13 Peter Moore to speak to Andrew Bull regarding the Newsletter.

13/7. Financial Accounts:

13/7.1 To receive the Clerk's Report indicating receipts and payments requiring approval.

13/8. Budget / Precept:

Discussion and decision required regarding the budget and precept for 2013/2014.

13/9. Standing Orders / Financial Regulations:

Amendments for consideration / discussion and adoption.

13/10. Transport / Highways Issues

Updates or reported problems

13/11. Village Hall Update report

Councillor Sheldrake to report

13/12. Broadband Evaluation

Councillor Bagnall

13/13. Quality Status

Parish Council Surgeries

13/14. Events and Communication Update / Feedback

Councillor Bull and Councillor Levick to report

13/15. Recreational Areas / Open spaces

12/107.1 Progression on works – Councillor Bull to report.

13/16. Community Issues Group

Consideration of the draft terms of reference for the group

13/17. Planning

Application No: 12/01657/LBC *Location:* Cust Hall Gainsford End Road
Toppesfield

Description: Repair of roof

Application No: 12/01695/FUL & 12/01696/LBC *Location:* The Windmill Gainsford End
Toppesfield

Description: Erection of two storey extension

13/18. Winter Gritting Team

Update on putting the team together

13/19. Correspondence

13/19.1 Essex County Council – Bus Passenger News – no changes to Toppesfield service

13/19.2 EALC County Update for November/December 2012 and details of training courses

13/19.3 CPRE- Field Work Winter 2012 issue received.

13/19.4 Braintree Arts Theatre Spring/Summer programme.

13/19.5 Braintree District Council – Site Allocation and Development Management Plan – details of Community information events – notices to be placed in the parish notice boards.

13/20. Any Other Business

To discuss any other business / items for the next agenda

13/21. Date of the next meeting

Next Meeting is scheduled for 7th February 2013 at 8pm at Toppesfield Village Hall

13//22. Close