



Toppesfield Parish Council

Clerk to the Council:

Kaaren Berry

Tel: 01787 238217

Mobile: 07788955038

Email: Kaaren.berry@kaaren.co.uk

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

www.toppesfieldparishcouncil.org.uk

2nd January 2016

Toppesfield Parish Councillors

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

Thursday 7th January 2016 at 8.00 pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

16/1. Attendance and Apologies for absence

16/2. 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).]

16/3. Open Session – opportunity for members of the Parish to address the Parish Council.

16/4. Minutes of the last Parish Council Meeting (previously circulated)

16/5. Matters Arising from last meeting - not dealt with below

16/6. Actions from previous meeting:

- 16/6.1 Councillor Bull to forward copy of the Buckingham Palace nomination form to Kaaren Berry.
- 16/6.2 Councillor Dyson and Kaaren Berry to complete Braintree District Council Emergency Planning Document.
- 16/6.3 Kaaren Berry to contact Playquip for a new 'pin & bush' for one of the swings in Toppesfield Playing Field.
- 16/6.4 Kaaren Berry to forward pavilion booking information to Councillor Thompson.
- 16/6.5 Kaaren Berry to forward a copy of the Braintree District Council Planning Training evening to all Councillors.
- 16/6.6 Kaaren Berry to copy and forward Transparency Code training notes to all Councillors.
- 16/6.7 Kaaren Berry to write to the proprietors of footpath/road in Camoise Close and ask for them to repair it.
- 16/6.8 Councillor Dyson to write to Toppesfield Community Pub and ask them for general access to the land being purchased by Toppesfield Parish Council.
- 16/6.9 Councillor Thompson to apply for trees for the boundary of the land being purchased.
- 16/6.10 Kaaren Berry to look into applying for further trees from the Woodlands Trust.

16/7. Internal Practices and management for the Parish Council

16/8. Correspondence Received:

- 16/8.1 Braintree District Council – Mobile Infrastructure Project
- 16/8.2 Mid Essex Commissioning Group – Patient and Public Newsletter, December 2015.
- 16/8.3 Councillor Richard Van Dulken – Finchingfield Bridge
- 16/8.4 Councillor David Finch – Parish Update – December 2015
- 16/8.5 Braintree District Council – Local Plan update 2 received
- 16/8.6 Thank you note & offer of help re Gainsford End Pump
- 16/8.7 EALC – Legal update 9 received – forwarded to Councillors prior to meeting
- 16/8.8 BDVSA – E-Bulletin – December issued received & forwarded to Councillors prior to meeting
- 16/8.9 mh-p Website Analytical Report, December 2015

16/9. Financial Accounts:

- 16/9.1 Budget & Precept for 2016/2017 – tax base, Localism fund update, discussion and approval
- 16/9.2 To receive the Clerk's Report indicating receipts and payments requiring approval.
- 16/9.3 New Audit regime 2017 – consideration of opting out

16/10. Highways

16/11. Land to the rear of The Green Man Public House

- 16/11.1 Update on land purchase – Councillor Andrew Bull

16/12. Engagement with Toppesfield Community Pub Ltd (TCP)

- 16/12.1 How can the Parish Council engage with the TCP with their plans they have for the re-development of The Green Man and how can the PC ensure that proposed ideas for the Village Hall complement each other?
- 16/12.2 The re-development plans require areas of finance to be sought, there is some vagueness if TCP can access funds from the Public Works Loans Board (PWLB). In principle will the Parish Council support the re-development of The Green Man, through applying for funding through the PWLB?

16/13. Parish Plan Portfolio: Ecology & Environment

- 16.13.1 Update: Councillor Mike James

16/14. Parish Plan Portfolio: Social and Community

- 16/14.1 Update: Councillor Dave Dyson & Councillor Linda Bowen
- 16/14.2 Update on Neighbourhood Plan project.
- 16/14.3 Discussion on poor state of Village Hall Car Parking area. (Rubbish, Damaged Bins etc)

16/15. Parish Plan Portfolio: Leisure & Recreation

- 16/15.1 Update: Councillor Paul Thompson
- 16/15.2 Siting of Memorial trees on Toppesfield Playing Field

16/16. Parish Plan Portfolio: Communications and Transport

- 16/16.1 Update: Councillor Andrew Bull

16/17. Parish Plan Portfolio: Economy and Employment

- 16/17.1 Update: Councillor Alan Preston

16/17.2 Update: Village Handyman.

16/18. Parish Plan Portfolio: Youth

16/18.1 Update: Councillor Andrea Chinery

16/19. Christmas Event Review: Andrew Bull

16/20 Little Chestnuts Ofsted Report

16/20.1 How can the PC support the team in their Improvement Plans?

16/21. Parish Surgery:

16/21.1 Report on Parish Council surgery 5th December 2015 – Councillor Linda Bowen and Councillor Alan Preston.

16/22.2 The next Parish Surgery will be held in February 2016.

16/23. Any Other Business:

To discuss any other business / items for the next agenda

16/24. Date of the next meeting:

The next Parish Council Meeting is scheduled for 4th February 2016 at 8pm at Toppesfield Village Hall

16/25. Close