



Toppesfield Parish Council

Clerk to the Council:

Kaaren Berry

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27th June 2014

Toppesfield Parish Councillors

You are hereby summoned to attend the Parish Council meeting of Toppesfield Parish Council to be held on **Thursday 3rd July 2014 at 8.00 pm** at **Toppesfield Village Hall** for the purpose of transacting the following business:

Kaaren Berry

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Clerk to Toppesfield Parish Council

AGENDA

14/127. Attendance and Apologies for absence

14/128. 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).]

14/129. Open Session – opportunity for members of the Parish to address the Parish Council.

14/130. Minutes of last meeting (previously circulated)

14/131. Matters Arising from last meeting - not dealt with below

14/132. Actions from previous meeting:

14/132.1 Kaaren Berry to follow up on letter sent to BTS regarding tree/hedge cutting near the power lines.

14/132.2 Kaaren Berry and Councillor Sheldrake to enquire about rebuild prices for the village hall.

14/132.3 Kaaren Berry to contact EALC re training dates in October / November 2014.

14/132.4 Councillors to review the risk assessment document for the next parish council meeting.

14/132.5 Councillor Collard to research this possibility of purchasing the land behind The Green Man Pub.

14/132.6 Councillor Bull to find out timescales for purchasing and actual price.

14/132.7 Councillor Croft to canvass homeowners whose properties back onto the land for their views.

14/132.8 Councillor Bull to organise and deliver leaflets for the public meeting.

14/132.9 Kaaren Berry to report the state of the post box in Gainsford End to Royal Mail.

14/132.10 Kaaren Berry to research bench costs.

14/132.11 Kaaren Berry to contact Essex County Council re village sign and the progress on repairing it.

14/132.12 Kaaren Berry to follow up with Councillor Finch re the progress of the road defect along Park Lane reported at the Annual Parish Meeting.

14/133. Correspondence:

- 14/133.1 Essex County Council – Winter Salt Bag Partnership Scheme
- 14/133.3 Braintree District Council - Planning application 14/00426/FUL, Hoses Hall, Carters Hill – application has been refused.
- 14/133.4 RCCE – Annual General Meeting 9th July 2014.
- 14/133.5 Essex County Council – Essex Replacement Minerals Local Plan – Receipt of Inspectors Report
- 14/133.6 National Grid – Bramford to Twinstead – summer Newsletter
- 14/133.7 Braintree District Council – Filling the second casual vacancy.
- 14/133.8 Essex County Council – Transport Tender Round 2014
- 14/133.9 J Parker's Wholesale catalogue

14/134. Co-Option of Councillors:

Consideration of co-opting councillors to fill the vacant positions.

14/135. Planning:

Application No:	Description:	Location:
14/00719/MMA	Application for minor material amendment to amend condition 2 of planning application 13/00268/FUL – extend roof over hall to form open porch; remove brick plinth to full height glazed panels to rear elevation and provide additional rooflights to north elevation/roof slope.	Chestnut Cottage, The Street, Toppesfield

Discussion, decision and comments required.

14/136. Financial Accounts:

- 14/136.1 To receive the Clerk's Report indicating receipts and payments requiring approval.
- 14/136.2 Dog waste bins
- 14/136.3 Pumphouse – reported damage
- 14/136.4 The Pump at Gainsford End

14/137. Activity Days:

Councillor Croft to report progress

14/138. Update on internal auditors report:

- 14/138.1 Risk Assessment
- 14/138.2 update on other areas of the report

14/139. Internal Practices and management for the Parish Council:

- 14/139.1 Parish Council Portfolio for consideration. (Already circulated)
- 14/139.2 Communications Plan for consideration. (Will be circulated prior to meeting)
- 14/139.3 New Risk Assessment Log for consideration. (Will be circulated prior to meeting)

14/140. 'Greene King Field' - Land for Sale:

- 14/140.1 Result of public meeting, update of progress and discussions/decisions for going forward
- 14/140.2 Setting Aside of Standing orders – appointment of Valuer

14/141. Report from the Leisure and Recreation Group:

- 14/141.1 Councillor Bull to report progress.
- 14/141.2 Bts – tree cutting/pruning along Toppesfield Playing Field
- 14/141.3 RoSPA report

14/142. Refurbishment of War Memorial:

Councillor Collard to report progress.

14/143. Transport / Highways Issues:

14/144. Village Hall Update report:

Councillor Sheldrake to report

14/145. Councillor to attend next Parish Surgery:

Surgery to be held on 5th July 2014, 10.30am – 12.30pm at Toppesfield Village Hall.
Councillor Bull in attendance.

14/146. Any Other Business:

To discuss any other business / items for the next agenda

14/147. Date of the next meeting:

The next Parish Council Meeting is scheduled for 7th August 2014 at 8pm at Toppesfield Village Hall

14/148. Close