



Toppesfield Parish Council

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26th June 2015

Toppesfield Parish Councillors

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

Thursday 2nd July 2015 at 8.00 pm at Toppesfield Village Hall.

Kaaren Berry
Clerk to Toppesfield Parish Council
Kaaren Berry

AGENDA

15/139. Attendance and Apologies for absence

15/140. 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).]

15/141. Open Session – opportunity for members of the Parish to address the Parish Council.

15/142. Martin Render – The Community Heartbeat Trust

Presentation from Martin Render re defibrillator machines for the parish

15/143. Minutes of the last Parish Council meeting and the Annual Parish Meeting (*previously circulated*)

15/144. Matters Arising from last meeting - not dealt with below

15/145. Actions from previous meeting:

15/145.1 Councillor Dyson to look further into the Public Works Loan Board guidance and procedures.

15/145.2 Councillor Bull to seek a quote for repainting the Village Gates.

15/145.3 Councillor Preston to seek further quotes for the removal of the existing noticeboard at Camoise Close and the installation of the new noticeboard in its place.

15/145.4 Kaaren Berry to supply national pay scale information for salary review.

- 15/145.5 Kaaren Berry to provide ownership of land along The Causeway between Greenfields and Essex County Council.
- 15/145.6 Kaaren Berry to contact Braintree District Council regarding the Dog Waste Bin post near Berwick Hall Drive.
- 15/145.7 Councillor Dyson to look into grants and speak to the village hall committee re extending the village Hall.
- 15/145.8 Kaaren Berry to look in the Parish Council office for any previous plans on extending the hall.
- 15/145.9 Councillor Preston and Councillor Bowen to progress the Winter Gritting team and look into cost of purchasing snow shovels.
- 15/145.10 Councillor Chinery and Councillor Dyson to look into options for a self-contained area for Little Chestnuts Pre School.
- 15/145.11 Kaaren Berry to look over previous minutes to see what was agreed about the replacement tree along The Causeway.

15/146. Internal Practices and management for the Parish Council

- 15/146.1 Proposal to adopt the Sub Committees and Working Groups paper previously presented.
- 15/146.2 Feedback from the previous Parish Surgery (Councillor Dave Dyson)

15/147. Correspondence Received:

- 15/147.1 RCCE – Annual General Meeting – 8th July 2015, Writtle College 7.30pm and Annual Review.
- 15/147.2 Essex County Council – Winter Salt Scheme 2015.
- 15/147.3 BDVSA – June Bulletin – including Funding Opportunities, Volunteering Opportunities at Mid Essex CCG and Summer Holiday activities at Braintree Museum.
- 15/147.4 Braintree District Council – Local Plan update. Work on the Draft Local Plan is underway. The update is available to view on their website:
http://www.braintree.gov.uk/info/200230/planning_policy/712/braintree_district_development_plan/2
- 15/147.5 de Vere Primary School – Proposal to expand de Vere Primary School from a capacity of 140 place to a capacity of 210 place with effect from September 2017.
- 15/147.6 Essex County Council – Tender Rounds – results of the tenders and list of new operators.
- 15/147.7 Essex County Council – Joint Replacement Waste Local Plan – Revised Preferred Approach June 2015. Public Consultation 18th June – 30th July 2015. Consultation documents can be viewed at www.essex.gov.uk/WLP
- 15/147.8 Fit For Sport – Invitation to host an activity day during the summer holiday.

15/148. Financial Accounts:

- 15/148.1 To receive the Clerk's Report indicating receipts and payments requiring approval.
- 15/148.2 Consideration of quotes to install new noticeboard on the corner of Camoise Close and remove the existing one.
- 15/148.3 Consideration of quote for repainting of the Village Gates.
- 15/148.4 Clerks Salary Review

15/149. Purchase of Land behind The Green Man, Toppesfield.

- 15/149.1 Update on Purchase of Land behind The Green Man, Toppesfield – Councillor Andrew Bull.

15/150. Planning:

15/150.1 Planning Policy – Discussion and consideration of adopting a planning policy previously presented.

15/150.2

| Application No: | Description: | Location: | Comments By: |
|-----------------|---|--|-------------------------------|
| 15/00768/FUL | Erection of side extension to link main dwelling with annexe with front entrance porch and veranda to rear elevation | 7 Park Lane Toppesfield CO9 4DQ | 15 th July 2015 |
| 15/00507/FUL | Application for the variation of condition number 3 to approved application 14/01350/FUL to remove the ancillary aspect of the micro-brewery, but include that there shall be no vehicular movements to, from or within the premises outside the following times:- Monday to Friday 0900 hours - 17hours Saturday 0900 hours -1300hours Sundays, Bank Holiday and Public Holiday - no vehicular movements. Deliveries/Distribution shall be made in a vehicle no greater than 305 tonnes (Gross) weight | The Green Man Church Lane Toppesfield CO9 4DR | 4 th July 2015 |

15/151. Parish Plan Portfolio : Ecology & Environment

15/151.1 Update: Councillor Mike James

15/152. Parish Plan Portfolio: Social and Community

15/152.1 Update; Councillors Dave Dyson and Linda Bowen

15/152.2 Feedback on meeting with Police & Crime Commissioner for Essex – Councillors Dave Dyson and Linda Bowen.

15/153. Parish Plan Portfolio: Leisure & Recreation

15/153.1. Update on Changing Rooms Refurbishment – Councillor Thompson

15/153.2 Update on playing equipment changes and funding – Councillor Thompson

15/153.3 Discussion on funding for changes – Councillor Thompson

15/153.4 Decision on donation made by a Parishioner. – Councillor Thompson.

15/153.5 Proposal for the Parish Council to subsidise travel for the Toppesfield coach Trip to the Kent Show – Councillor Thompson

15/153.6 Consideration of a local Tombola or Boot sale alongside the village markets for funding for village Projects – Councillor Thompson.

15/153.7 ROSPA Report

15/154. Parish Plan Portfolio: Communications and Transport

15/154.1 Update: Councillor Andrew Bull

15/155. Parish Plan Portfolio: Economy and Employment

15/155.1 Update: Councillor Alan Preston

15/156. Parish Plan Portfolio: Youth

15/156.1 Update: Councillor Andrea Chinery

15/157. Parish Surgery:

The next Parish Surgery will be held on 11th July 2015 from 10.30am – 12.30pm in the Village Hall.

15/158. Any Other Business:

To discuss any other business / items for the next agenda

15/159. Date of the next meeting:

The next Parish Council Meeting is scheduled for 6th August 2015 at 8pm at Toppesfield Village Hall

15/160. Close