



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

30th June 2016

Toppesfield Parish Councillors

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

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

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

16/152. Attendance and Apologies for absence

16/153. 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).]

16/154. Open Session – opportunity for members of the Parish to address the Parish Council.

16/155. Minutes of the last Parish Council Meeting (*previously circulated*)

16/156. Matters Arising from last meeting - not dealt with below

16/157. Actions from previous meeting:

16/157.1 Councillors Alan Preston and Paul Thompson to draw up guidelines for the handyman for discussion at the next Parish Council meeting.

16/157.2 Councillor Andrew Bull to speak with Nick Hasler re the positioning of the tree near Dick Ruggles Bench.

16/157.3 Councillor Andrew Bull to liaise with Nick Hasler re the siting of new play equipment on the Recreation field.

16/157.4 Kaaren Berry to enquire costs of skips and permit and availability of dates.

16/157.5 Kaaren Berry to find out what effect the storage of the petrol mower in the pavilion has on the insurance. .

16/157.6 Kaaren Berry to find out key holders for the pavilion.

16/158. Internal Practices and management for the Parish Council:

16/158.1 Proposal for 'off site' planning session for the Parish Council in July to set strategy and plans for 2020.

16/159. Correspondence Received:

- 16/159.1 Essex County Council – waste busters campaign posters displayed – more information can be found at www.recycleforessex.com
- 16/159.2 RCCE – Annual General Meeting – Chelmsford Race Course, 6th July 2016 7pm.
- 16/159.3 EALC – updates and legal updates & BDVSA e-bulletin – previously circulated to all councillors.
- 16/159.4 Essex County Council and Southend-on-Sea Borough Council Joint Replacement Waste Local Plan – Submission June 2016. Submission documents can be viewed at www.essex.gov.uk/WLP
- 16/159.6 Essex County Council - Footpath diversion
- 16/159.7 Braintree District Council – Local Plan Consultation – draft Housing Strategy has been published for consultation which closes on 20th August 2016. The documents and form for comments can be found at https://www.braintree.gov.uk/info/200248/housing/371/housing_policies_research_and_strategies/2
- 16/159.8 Braintree District Council – Local Plan, public exhibitions. Plans can be viewed online at www.braintree.gov.uk/consultlp
- 16/159.9 Essex County Council – Superfast Broadband – Countywide Superfast Essex Parish Engagement Event, Wednesday 13th July, 7pm – 9pm at the Essex Records Office, Chelmsford

16/160. Financial Accounts:

- 16/160.1 Grant application from Toppesfield and Gainsford End Allotments
- 16/160.2. Transparency Code Application for funds and possible further funding
- 16/160.3 To receive the Clerk's Report indicating receipts and payments requiring approval
- 16/160.4 Training - CiLCA two day intensive course

16/161. Highways:

Flooding - what can be done in respect of flooding at the top of Great Yeldham Road, by the Green Man barn and in the Village Hall car park.

16/162. Planning:

Agenda No	APPLICATION NO:	DESCRIPTION :	LOCATION :
16/162.1	16/00893/FUL & 16/00894/LBC	Conversion of outbuilding into residential accommodation	Cust Hall Gainsford End Road Toppesfield CO9 4EB

16/163. Land to the rear of The Green Man Public House

- 16/163.1 Update
- 16/163.2 Planting of hedge trees that have been donated for hedging on the land behind the Green Man

16/164. Engagement with Toppesfield Community Pub Ltd (TCP)

Update from TCP

16/165. Parish Plan Portfolio: Ecology & Environment

Update: Councillor Mike James

16/166. Parish Plan Portfolio: Social and Community

- 16/166.1 Update: Councillor Dave Dyson & Councillor Linda Bowen
- 16/166.2 Neighbourhood Watch

16/167. Parish Plan Portfolio: Communications and Transport

Update: Councillor Andrew Bull

16/168. Parish Plan Portfolio: Economy and Employment

16/168.1 Update & Conformation of Village Handyman – Councillor Alan Preston

16/169. Parish Plan Portfolio: Youth

Update: Councillor Andrea Chinery

16/170. Parish Plan Portfolio: Leisure & Recreation

16/170.1 Discussion on seating requirements for the Petanque Court. (PT)

16/170.2 Playing Fields Improvement Plan Update (ATB)

16/170.3 Feedback from Toppesfield Cricket Club Meeting. (ATB)

16/171. Parish Surgery:

Report any issues reported at the previous parish surgery. The next Parish Surgery will be held on 6th August 2016 from 10.30am – 12.30pm in the Village Hall.

16/172. Any Other Business:

To discuss any other business / items for the next agenda

16/173. Date of the next meeting:

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

16/174. Close