



Toppesfield Parish Council

Clerk to the Council:

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2nd June 2013

Toppesfield Parish Councillors

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

Thursday 6th June 2013 at 8.00 pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

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AGENDA

13/103. Attendance and Apologies for absence

13/104. 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).]

13/105. Open Session – opportunity for members of the Parish to address the Parish Council.

13/106. Minutes of last meeting (*previously circulated*)

13/107. Matters Arising from last meeting - not dealt with below

13/108. Actions from previous meeting:

- 13/108.1 Councillor Moore to contact County Broadband re community broadband access point.
- 13/108.2 Councillor Moore to view the allotment site with regard to further clearance to increase the number of plots.
- 13/108.3 Kaaren Berry to write to Mr & Mrs Clark regarding the replacement of the felled ash tree on The Causeway.
- 13/108.4 Andrew Bull to speak to LARG re grant monies and if costs go through the Parish Council VAT is reclaimable.
- 13/108.5 Kaaren Berry to find out if Section 106 monies are still available and state an application will be being made.
- 13/108.6 Kaaren Berry to write to Mr Chinery about the verge cutting and for a formal tender.

- 13/108.7 Kaaren Berry to contact Tony Davison re Councillor Thompson working on the Charities with him.
- 13/108.8 Andrew Bull to pass details of contractor's of the work in The Causeway to Kaaren so that a letter requesting them to return can be sent.
- 13/108.9 Peter Moore and Kaaren Berry to formulate a response to Braintree District Council regarding the application to extend the village envelope.
- 13/108.10 Councillor Bagnall to review the grant application form.
- 13/108.11 Kaaren Berry to contact other Parish Councils to ask about their grant schemes & forms.
- 13/108.12 Councillor Collard to bring ideas on how to move forward with liaison with the shop about grants.
- 13/108.13 Kaaren Berry to write to Emma Goodings thanking her for attending the public meeting on 14th May.
- 13/108.14 Kaaren Berry to inform Braintree District Council of Councillors resignation and display the appropriate notices.
- 13/108.15 Kaaren Berry to pass information about the car park to Belinda Young.

13/109. Leisure and Recreation Group:

Councillor Bull to report updates

13/110. Village Show.

Proposal for the Parish Council to run/hold a stall for the Village Show – 14th September 2013.

13/111. Financial Accounts:

- 13/111.1 To receive the Clerk's Report indicating receipts and payments requiring approval.
- 13/111.2 Accounts 2012/2103 – Parish Council to accept the audited accounts and complete the Audit Return form.

13/112. Transport / Highways Issues

13/113. Village Hall Update report

Councillor Sheldrake to report

13/114. Planning

13/114.1 Application No:13/00268/FUL Location: Land Adjacent 1 The Street, Toppesfield

Description: Erection of detached dwelling

Decision required on planning application

13/115. A Proactive approach to development in Toppesfield

13/116. Correspondence

- 13/116.1 Essex County Council – Bus Passenger News – May/June - no changes to Toppesfield service
- 13/116.2 EALC – County Update, upcoming courses and competitions
- 13/116.3 National grid – round-up of latest forums.
- 13/116.4 National grid – Baseline data request
- 13/116.5 Braintree District Council – Summer Activity Days
- 13/116.6 Braintree District Council – Councillor Vacancy

- 13/116.7 Little Chestnuts Pre-School – Enquiry for land
- 13/116.8 Mh-p - website analytical report May
- 13/116.9 Braintree District Council – New SHMA and household survey
- 13/116.10 Ridgewell PC – energy saving workshop – 29th June 2013

13/117. Any Other Business

To discuss any other business / items for the next agenda

13/118. Date of the next meeting

The next Parish Council Meeting is scheduled for 4th July 2013 at 8pm at Toppesfield Village Hall

13/119. Close