



# Toppesfield Parish Council

**Clerk to the Council:**

**Kaaren Berry**

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29<sup>th</sup> May 2014

Toppesfield Parish Councillors

You are hereby summoned to attend the Parish Council meeting of Toppesfield Parish Council to be held on **Thursday 5<sup>th</sup> June 2014 at 8.00 pm** at **Toppesfield Village Hall** for the purpose of transacting the following business:

*Kaaren Berry*

Kaaren Berry

Clerk to Toppesfield Parish Council

## **AGENDA**

**14/107. Attendance and Apologies for absence**

**14/108. 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).]*

**14/109. Open Session – opportunity for members of the Parish to address the Parish Council.**

**14/110. Minutes of last meeting (previously circulated)**

**14/111. Matters Arising from last meeting - not dealt with below**

**14/112. Actions from previous meeting:**

- 14/112.1 Kaaren Berry to write regarding the tree pruning/removal at the Toppesfield Playing field.
- 14/112.2 Kaaren Berry to find out square footage insurance values for the village hall.
- 14/112.3 Andrew Bull to seek price and design for housing of the no dog fouling signs.
- 14/112.4 Kaaren Berry to circulate draft risk assessment for comment.
- 14/112.5 Kaaren Berry to check available dates with EALC for a Tuesday in September for training.

**14/113. Correspondence:**

- 14/113.1 Letter for grant funding from Paul Thompson on behalf of the Allotment Society (114.5)
- 14/113.2 Greenfields Community Housing Local Area Inspections.
- 14/113.3 NHS England – Application for Steeple Bumpstead Surgery to provide pharmaceutical dispensing services.
- 14/113.4 Braintree District Council – Further changes to the Pre Submission Site Allocations and Development Management Plan
- 14/113.5 Mike Henson – Free website Makeover

- 14/113.6 NHS – North East Clinical Commissioning Group – New Model of Care
- 14/113.7 Public consultation regarding Ramsden Hall School in Billericay & Langham
- 14/113.8 Essex County Council – Superfast Essex – Broadband
- 14/113.9 Essex County Council – Parish Transport Representatives Meeting – 12 June 2014

**14/114. Financial Accounts:**

- 14/114.1 To receive the Clerk's Report indicating receipts and payments requiring approval.
- 14/114.2 Barclays – signing arrangements.
- 14/114.3 Annual Return
- 14/114.5 Grant Application
- 14/114.6 Risk Assessment

**14/115. Land for Sale:**

Discussion and vote concerning the current land within the parish for sale – Gainsford End and Toppesfield.

**14/116. Items raised by parishioners prior to meeting:**

- 14/116.1 Neighbourhood Watch
- 14/116.2 Gainsford End Phone Box is up for adoption by BT
- 14/116.3 Post Box in Gainsford End in a poor state
- 14/116.4 The Pump in Gainsford End in a poor state – could it be restored.
- 14/116.5 Decaying Bench near Hill Farm – repair, replace or remove?

**14/117. Report from the Leisure and Recreation Group:**

Councillor Bull to report progress.

**14/118. Refurbishment of War Memorial:**

Councillor Collard to report progress.

**14/119. Transport / Highways Issues**

**14/120. Village Hall Update report**

Councillor Sheldrake to report

**14/121. Disaster Planning:**

Councillor Sheldrake to report

**14/122. Councillor to attend next Parish Surgery.**

Surgery to be held on 7<sup>th</sup> June 2014, 10.30am – 12.30pm at Toppesfield Village Hall.

**14/123. Proposal to start future Parish Council Meetings at 7.30pm**

Discussion and vote.

**14/124. Any Other Business**

To discuss any other business / items for the next agenda

- a) Newsletter and Website Strategy.
- b) Data Cleansing for the PC.

**14/125. Date of the next meeting**

The next Parish Council Meeting is scheduled for 3<sup>rd</sup> July 2014 at 8pm at Toppesfield Village Hall

**14/126. Close**