



Toppesfield Parish Council

Clerk to the Council:

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1st March 2013

Toppesfield Parish Councillors

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

Thursday 7th March 2013 at 8.00 pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

13/41. Attendance and Apologies for absence

13/42. 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).]

13/43. Open Session – opportunity for members of the Parish to address the Parish Council.

13/44. Minutes of last meeting (*previously circulated*)

13/45. Matters Arising from last meeting - not dealt with below

13/46. Actions from previous meeting:

- 13/46.1 Councillor Moore to contact Highways re weight restriction signs at Cust Hall and the state of the brickwork.
- 13/46.2 All Councillors to let Kaaren Berry know their course modules by 15th February 2013.
- 13/46.3 Councillor Bull to contact Braintree District Council re quote for cutting the Gainsford End playing field.
- 13/46.4 Kaaren Berry to look at moving the National Savings Account into a Base Rate Reward account.
- 13/46.5 Councillor Levick to look into Essex County Council's website hosting/creating.
- 13/46.6 Kaaren Berry to do budget v's actuals, a cash flow and follow up on the overdue account to Braintree District Council.
- 13/46.7 Councillor Sheldrake to enquire on progress following the meeting with Sue Sheppard regarding funding for the village hall.
- 13/46.8 Kaaren Berry to liaise with the other clerks re dates of the Community Issues group meeting and the terms of reference.
- 13/46.9 Kaaren Berry to enquire about shovels for gritting / snow shifting.
- 13/46.10 Kaaren Berry to ask Essex County Council if we can get sponsors for grit bins, increase the number of bins and would they fill them.

- 13/46.11 Kaaren Berry to check the Standing Orders regarding tenders for insurance.
13/46.12 Councillor Moore to gain quotes to repair the First Aid shed roof.

13/47. Financial Accounts:

- 13/47.1 To receive the Clerk's Report indicating receipts and payments requiring approval.

13/48. Transport / Highways Issues

Councillor Moore to report on progress of resurrecting the footpath project.

13/49. Village Hall Update report

Councillor Sheldrake to report

13/50. Recreational Areas / Open spaces

- 13/50.1 Gainsford End Swings – update on progress.
13/50.2 Removal of the Holm Oak
13/50.3 Update on quotes for redressing the access road to the Toppesfield Playing Field

13/51. Planning

- 13/51.1 Application No: 13/00253/FUL Location: Weybridge Bungalow, Stambourne Rd,
Great Yeldham

Description: Erection of single storey side extension.

13/52. Community Issues Group/Network 5

Items for the agenda of the next meeting.

13/53. Correspondence

- 13/53.1 Essex County Council – Bus Passenger News Feb/Mar – confirms change of operator to Stephenson's of Essex
13/53.2 Littlethorpe – trade leaflet
13/53.3 Braintree District Council – Grounds Maintenance Service Level Agreement – Decision required.
13/53.4 HMRC – End of year dates, real time reporting and updates.
13/53.5 Sovereign Play Equipment – trade leaflet.
13/53.6 RCCE – Essex Village of the Year and Best kept village competition.
13/53.7 Braintree District Council – Bring Bank Sites – views required.
13/53.8 mh-p – Website Analytical report, February
13/53.9 E.on- price plan renewal – decision required.
13/53.10 Essex Heritage Trust – newsletter and funding information.
13/53.11 LexisNexis Confirmations Service – Advance ordering for publications.

13/54. Any Other Business

To discuss any other business / items for the next agenda

13/55. Date of the next meeting

Next Meeting is scheduled for 4th April 2013 at 8pm at Toppesfield Village Hall

13/56. Close