



# Toppesfield Parish Council

**Clerk to the Council:**

**Kaaren Berry**

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28<sup>th</sup> February 2015

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> March 2015 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**

**15/41. Attendance and Apologies for absence:**

**15/42. 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).]*

**15/43. Open Session** – opportunity for members of the Parish to address the Parish Council.

**15/44. Minutes of last meeting:** *(previously circulated)*

**15/45. Matters Arising from last meeting** - not dealt with below

**15/46. Moira Grobarz – RCCE:**

Housing Needs Survey Results

**15/47. Actions from previous meeting:**

15/47.1 Councillor Bull to write a letter to dog fouling offenders reminding them of their duty of care.

15/47.2 Councillor Bull to look at North East Essex Clinical Commissioning Group – consultation, details on [www.neessesccg.nhs.uk](http://www.neessesccg.nhs.uk) and decide on response.

15/47.3 Councillor Sheldrake to follow up on information received re a possible development on Toppesfield Road.

15/47.4 Councillor Bull to set out the structure of committee and sub committees and draw up terms of reference and bring to the next parish council meeting.

15/47.5 Councillor Bull to seek quotation for works to be carried out to the right of the pavilion.

15/47.6 Councillor Sheldrake to follow up on obtaining two defibrillator machines.

**15/48. Correspondence:**

- 15/48.1 Braintree District Council – Planning Application 14/01092/FUL – Hoses Farm, Change of use of existing barn for functions and weddings and associated parking. Application has been granted.
- 15/48.2 English Rural Housing Association – invitation to their official opening.
- 15/48.3 Essex County Council – Launch of Getting Around in Essex Consultation.
- 15/48.4 RCCE – 2015 Essex Village of the Year & Best Kept Village Competition Entry Forms.
- 15/48.5 Braintree District Council – Planning Application 14/01350/FUL – The Green Man, Alterations and extension and conversion of outbuilding. Application has been granted.
- 15/48.6 Support4 Sight – request for donation to the charity.
- 15/48.7 Braintree District Council Consultation – Parish Open Space and recreational Facilities.
- 15/48.8 Essex Community Policing – Essex Police Challenge. Thursday 12 March, 7.30pm in Witham.
- 15/48.9 mh-p – Free Website Makeover and commitment form the Parish Council.
- 15/48.10 Braintree District Council – one-off additional payment.
- 15/48.11 Essex County Council – Superfast Essex programme update.
- 15/48.12 Braintree District Council – Funding Support for Community Led planning 2015.
- 15/48.13 Superfast Essex Parish Engagement Event – 18<sup>th</sup> March 2015 10am – 12pm, Essex Record Office.
- 15/48.14 Braintree District Council – Community Clear up day, Saturday 21<sup>st</sup> March 2015.
- 15/48.15 Essex County Council – Passenger Transport, Tender Round 2015.
- 15/48.16 Braintree District Council - Nomination Packs for Parliamentary, District and Parish Elections.

**15/49. Financial Accounts:**

- 15/49.1 To receive the Clerk's Report indicating receipts and payments requiring approval.
- 15/49.2 Grass Cutting Tender.
- 15/49.3 Quote for removal of vegetation to the right of the changing rooms in Toppesfield Playing Field.

**15/50. Planning:**

Ref No:	Location:	Description:	Comments By:
15/00240/FUL	Bradfields Harrow Hill Toppesfield Essex CO9 4LX	Display of 108 no. panel domestic solar array	27 <sup>th</sup> March 2015

**15/51. Internal Practices and management for the Parish Council**

- 15/51.1 Structure of Sub Committees for the Parish Council.

**15/52. Report from the Playing Fields Group:****15/53. Defibrillator Machines:**

Councillor Sheldrake to report.

**15/54. Transport / Highways Issues:****15/55. Village Hall Update report:**

Councillor Sheldrake to report.

**15/56. Proposal for WWI Commemoration Project:**

Councillor Collard to report.

**15/57. Proposal to determine a Spring Litter Pick:**

**15/58. Community Speed Watch:**

**15/59. Parish Surgery:**

The next parish surgery will be held on 7<sup>th</sup> March 2015 from 10.30am – 12.30pm in the village hall.

**15/60. Any Other Business:**

*To discuss any other business / items for the next agenda*

**15/61. Dates of the next meeting and the Annual Parish Meeting and the Annual Parish Council Meeting.**

The next Parish Council Meeting is scheduled for 2<sup>nd</sup> April 2015 at 8pm at Toppesfield Village Hall. It is proposed that the Annual Parish Meeting be held on 28<sup>th</sup> April 2015 at 7.30pm in the Village Hall and the Annual Parish Council Meeting be held on the 14<sup>th</sup> May 2015 at 8pm.

**15/62. Close**