



Toppesfield Parish Council

Clerk to the Council:

Kaaren Berry

Tel: 01887 238218

Mobile: 07788955038

Email: Kaaren.berry@kaaren.co.uk

**2 Gunces Farm Cottages, Stambourne Road
Great Yeldham, Halstead, Essex CO9 4RB**

www.toppesfieldparishcouncil.org.uk

23rd February 2018

Toppesfield Parish Councillors

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

Thursday 1st March 2018 at 7.30pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

18/31. Attendance and Apologies for absence

18/32. 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).]

18/33. Open Session – opportunity for members of the Parish to address the Parish Council.

18/34. Minutes of the last Parish Council Meeting

(previously circulated)

18/35. Matters Arising not on the agenda – for report only

18/36 Actions from previous meeting:

18/36.1 Kaaren Berry to arrange a meeting with Anne Thrussell re Youth Council.

18/36.2 Councillor Dave Dyson and Kaaren Berry to complete the nomination form for the 'Outstanding Contribution to Community Safety Awards' 2018.

18/36.3 Update on purchase of new bench (Thelma Bond) (AB)

18/36.4 Update on Gainsford End Pump Refurbishment (AP)

18/36.5 Update on acquisition and installation of litter bin for Toppesfield Playing Field (AP)

18/37 Internal Practices and management for the Parish Council:

18/37.1 Toppesfield Parish Council Website

18/37.2 RRCE – Rural Housing and affordable homes

18/37.3 Access to the Parish Office

18/38 Correspondence Received:

18/38.1 Essex County Council – copy of the Superfast Essex Parish Engagement Event held at Anglia Ruskin University on Monday 22nd January received.

- 18/38.2 Essex County Council – Passenger Transport meetings - Working Group Meeting Notes from their meeting on Monday 5 February received.
- 18/38.3 Essex County Council – want your views on Country Parks car parking. Until the 18 March they are asking visitors to give us their views on the proposed change to charges. To have your say email them at Countryparks.carparking@essex.gov.uk or take a look at www.visitparks.co.uk to find out more.
- 18/38.4 Braintree Food Bank – 40p for 40 days appeal - posters issued for display.
- 18/38.5 Braintree District Council – Job Fair – Saturday 17th March from 10am – 2pm. The event will promote the wealth of career and development opportunities throughout the District, as well as giving residents the opportunity to speak to employers. A full list of what businesses will be attending can be found on: www.braintree.gov.uk/jobfair Along with advice from companies such as Citizens Advice and The Learning Shop.
- 18/38.6 Essex County Council - Your community, libraries and you – they are inviting people to get involved to rethink libraries' place in communities and make them fit for the future, relevant and sustainable. To find an event near you and book your place please visit <http://libraries.essex.gov.uk/news/your-community-libraries-and-you/>

18/39. Financial Accounts:

- 18/39.1 To receive the Clerk's Report indicating receipts and payments requiring approval

18/40. Highways:

- 18/40.1 Footpath 51
- 18/40.2 Update on Cust Hall Bridge Works
- 18/40.3 Proposed date for Community Spring Litter Pick

18/41. Planning:

- 18/41.1 Outline Planning Permission Decision from Braintree District Council
- 18.41.2

Application No:	Description	Location	Action
1 8/00048/TPOCON	To carry out work on trees affected by the conservation area at this address	1 Stambourne Road Toppesfield CO9 4DG	Comments to Braintree District Council by 12 th March 2018

18/42 Toppesfield Village Hall

- 18/42.1 Update from Village Hall Management Committee

18/43 Playing Fields & The Dick Ruggles Pavilion

- 18/43.1 Letter from B.E. Stevenson
- 18/43.2 Purchase of new padlock for gate. (AB)
- 18/43.3 Management of Playing Fields and Pavilion. (AB)

18/44. Village Plan 2012-2027

- 18/44.1 Update on progress to date.

18/45 Communications

- 18/45.1 Review of current plan (Noticeboards/Newsletter/Social Media/Website/Surgeries)

18/46. Information exchange / Parish Surgery / Items for the next agenda

18/47. Date of the next meeting:

The next Parish Council Meeting is proposed to be held on 5th April 2018 at 7.30pm at Toppesfield Village Hall.

18/48. Close