



Toppesfield Parish Council

Clerk to the Council:

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28th October 2012

Toppesfield Parish Councillors

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

Thursday 1st November 2012 at 8.00 pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

12/66. Attendance and Apologies for absence

12/67. 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).]

12/68. Open Session – opportunity for members of the Parish to address the Parish Council.

12/69. Village Plan Reports

12/70. Minutes of last meeting (*previously circulated*)

12/71. Matters Arising from last meeting - not dealt with below

12/72. Actions from previous meeting:

- 12/72.1 Peter Moore to speak to Malcolm regarding quarterly updates from the village plan working groups.
- 12/72.2 Andrew Bull to prepare a programme management spread sheet for the next parish council meeting regarding the progress of the village plan.
- 12/72.3 Kaaren Berry to contact Essex County Council regarding the railings near the culvert by the new road.
- 12/72.4 Peter Moore to contact Mr Mason regarding the area of tarmacking that still needs to be completed.
- 12/72.5 Kaaren Berry to contact Braintree District Council for Community Amenity Asset Register forms.
- 12/72.6 Andrew Bull to talk to the local schools regarding the promotion of Democracy and Citizenship.
- 12/72.7 David Bagnall to follow up with the Electoral Reform Society and local political organisations to supply of appropriate material for the promotion of democracy and citizenship.
- 12/72.8 Kaaren Berry to arrange advertising of the surgeries and costs for a Parish Council Office sign.

- 12/72.9 Kaaren Berry to organise and display posters for volunteers for this year's winter gritting team.
- 12/72.10 Kaaren Berry to forward a PDF copy of the complaints procedure for the website.
- 12/72.11 Andrew Bull to list for and against's and costings for a senior citizens lunch and to speak to Dave Dyson re a joint venture with the village hall committee.
- 12/72.12 Andrew Bull to report back re community group meeting / activities list for newsletter.
- 12/72.13 Alan Collard and Kaaren Berry to circulate last year's budget to all Councillors.
- 12/72.14 All Councillors to review budget and bring forward projects for next year which need consideration and budgeting.

12/73. Financial Accounts:

- 12/73.1 To receive the Clerk's Report indicating receipts and payments requiring approval.
- 12/73.2 Grant Application from St Margaret of Antioch Parish Church

12/74. Training:

Needs to be identified.

12/75. Budget / Precept:

Discussion and considerations regarding the budget and precept

12/76. Transport / Highways Issues

30mph progress and The Causeway Footpath - update by Councillor Moore

12/77. Village Hall Update report

Councillor Sheldrake to report

12/78. Broadband

Update on progression from Councillor Moore

12/79. Community Amenity Asset Register

Councillor Moore to report

12/80. Quality Council Status

Report by Councillor Bagnall

12/81. Senior Citizens Lunch

Suggestions for event and dates

12/82. Christmas Tree Lighting and Celebrations

Decisions required regarding the event.

12/83. Events and Communication Update / Feedback

Councillor Bull and Councillor Levick to report

12/84. Recreational Areas / Open spaces

- 12/84.1 Progression on works – Councillor Bull to report.
- 12/84.2 Gainsford End swings

12/85. Planning

Application No: 12/01449/LBC Location: Berwick Hall Farm Park Lane Toppesfield

Description: Amendments to Listed Building Consent application 10/01439/LBC including the relocation of a roof mounted flue and installation of three roof mounted vents and a boiler flue, together with fenestration changes, to be implemented as part of the consented residential conversion of the consented Unit 2

12/86. Community Issues Meeting

Feedback by Councillor Bull and Kaaren Berry
Community Transport Thinking and Representatives for joint projects required.

12/87. Correspondence

12/87.1 Society of Local Council Clerks Membership pack

12/87.2 EALC county updates and training courses.

12/87.3 EACH – Braintree Santa Run posters – put into notice boards

12/87.4 Braintree District Council – Braintree Christmas Market posters – put into notice boards

12/87.5 National Grid – have published its Connection Options Report – consultation feedback in response to the public consultation for the Bramford to Twinstead Tee Connection Project can be seen at www.natioanlgrid.com/bramford-twinstead

12/87.6 Braintree District Council, Open Spaces Action Plan – received and review later in the Autumn.

12/87.7 The Playing Field – Autumn issue received

12/88. Any Other Business

To discuss any other business / items for the next agenda

12/89. Date of the next meeting

Next Meeting will be the 6th December 2012 at 8pm at Toppesfield Village Hall

12/90. Close