



Toppesfield Parish Council

Clerk to the Council:

Kaaren Berry

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31st October 2014

Toppesfield Parish Councillors

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

Thursday 6th November 2014 at 8.00 pm at **Toppesfield Village Hall** for the purpose of transacting the following business:

Kaaren Berry

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Clerk to Toppesfield Parish Council

AGENDA

14/226. Attendance and Apologies for absence

14/227. 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).]

14/228. Open Session – opportunity for members of the Parish to address the Parish Council.

14/229. Minutes of last meeting (*previously circulated*)

14/230. Matters Arising from last meeting - not dealt with below

14/231. Actions from previous meeting:

14/231.1 Kaaren Berry to contact Councillor Finch regarding an ongoing highways issue in Park Lane.

14/231.2 Councillor Bull to email all Councillors and clerk with the communications plan.

14/231.3 Councillor Sheldrake to help with the grass cutting tender documentation.

14/231.4 Councillor Collard to speak to James Blackie regarding an appeal letter re the pathway to the war

14/231.5 Councillor Sheldrake to contact BT and confirm that it has been agreed that the phone box in

14/231.6 Gainsford End is to remain as a Phone Box.

14/231.7 Kaaren Berry to approach Essex County Council for chippings for Church Lane

14/231.8 Councillor Page to look into The Big Tree Plant Scheme further.

14/231.9 Kaaren Berry to contact Braintree District Council re grass verge maintenance - where in the parish cutting takes place and how often.

14/231.10 Kaaren Berry to send all Councillors a copy of the EALC training calendar for 2015.

14/231.11 Kaaren Berry to register with the ICO for data protection.

14/231.12 Kaaren Berry to contact the Parish Council insurance company for a quote for the village hall.

14/231.13 Councillor Sheldrake to go through the Draft Emergency Plan.

14/231.14 Kaaren Berry to look into purchasing one of the poppies at the Tower of London.

14/231.15 Councillor Bull to speak to Dave Dyson regarding the purchase of a poppy wreath for Remembrance Sunday.

14/231.16 Kaaren Berry to look into the best kept village competition.

14/232. Correspondence:

14/232.1 Braintree District Council - Localism Fund and Precept for 2015/2016

14/232.2 Essex County Council – Community Computing

14/232.3 Clerks & Councils Direct – November issue

14/232.4 EALC – Election Day training – 13th November 2014.

14/232.5 SLCC – Publication guide

14/232.6 Oil-Club.co.uk – leaflets for distribution for their oil club.

14/232.7 SLCC – details of upcoming conferences, roadshows and training courses.

14/232.8 mh-p – website analytical report for October 2104.

14/232.9 Braintree District Council – changes to permitted development rights, circulated to Councillors prior to the meeting.

14/232.10 Braintree District Council - information regarding the new Anti-Social Behaviour Crime and Policing Act 2014.

14/232.11 Braintree District Council - minutes of the Braintree Local Highways Panel, held on 9th October 2014.

14/232.12 mh-p – recording meetings

14/232.13 Braintree District Council – rough sleeper estimate.

14/233. Financial Accounts:

14/233.1 To receive the Clerk's Report indicating receipts and payments requiring approval.

14/234. Internal Practices and management for the Parish Council:

14/234.1 Risk Assessment

14/234.2 Communications plan for consideration.

14/235. 'Greene King Field' - Land for Sale:

14/235.1 Update of progress.

14/236. Report from the Leisure and Recreation Group:

14/236.1 Councillor Bull to report progress.

14/237. Planning:

14/237.1

Application No:	Description:	Location:	Action Required:
14/01265/FUL	Erection of Agricultural Barn	Bradfields, Harrow Hill, Toppesfield	Comments to be submitted by 7 th November 2014

14/237.2 Call for Local Sites

14/238. Transport / Highways Issues:

14/238.1 Report on any highway issues.

14/238.2 New Minibus link to Sudbury – Councillor Bagnall

14/239. War Memorial:

Grants for war memorials – Councillor Bagnall

14/240. Village Hall Update report:

Councillor Sheldrake to report

14/241. Network 5:

Feedback and next meeting.

14/242. Neighbourhood Planning/Housing Needs Survey:

Councillor Collard to report.

14/243. Emergency Planning Information:

Draft plan previously circulated.

14/244. Councillor to attend next Parish Surgery:

Surgery to be held on 8th November 2014, 10.30am – 12.30pm at Toppesfield Village Hall.

14/245. Any Other Business:

To discuss any other business / items for the next agenda

14/246. Date of the next meeting:

The next Parish Council Meeting is scheduled for 4th December 2014 at 8pm at Toppesfield Village Hall
The Parish Council Meeting for January 2015 is scheduled for 1st January – proposal to move this to the 8th January 2015.

14/247. Close