



Toppesfield Parish Council

Clerk to the Council:

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30th October 2015

Toppesfield Parish Councillors

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

Thursday 5th November 2015 at 8.00 pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

15/225. Attendance and Apologies for absence

15/226. 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).]

15/227. Open Session – opportunity for members of the Parish to address the Parish Council.

15/228. Minutes of the last Parish Council Meeting (*previously circulated*)

15/229. Matters Arising from last meeting - not dealt with below

15/230. Actions from previous meeting:

15/230.1 Kaaren Berry to follow up when the next Network 5 meeting is to be held.

15/230.2 Councillor Bull to forward copy of the Buckingham Palace nomination form to Kaaren Berry.

15/203.3 Kaaren Berry to follow up with Essex County Council and Greenfields regarding The Causeway drives and path.

15/230.4 Councillor Dyson and Kaaren Berry to complete Braintree District Council Emergency Planning Document.

15/230.5 Kaaren Berry to contact Playquip for a new 'pin & bush' for one of the swings in Toppesfield Playing Field.

15/230.6 Councillor Preston to follow this up with the homeowners along the footpath re condition.

15/230.7 Councillor Thompson to seek quotes for security lights for Church Lane playing fields.

15/230.8 Kaaren Berry to speak to Stambourne Parish Council re their booking procedure regarding their pavilion.

15/230.9 Councillor Bull to contact Environmental Health re residents complaint on the smell of dog waste and related issues.

15/230.10 Kaaren Berry to report the sinking road at the corner of Camoise Close following the work by Anglian

Water.

- 15/230.11 Councillor Bull to invite County Broadband to attend the Community Listening Event.
- 15/230.12 Councillor Chinery to speak to the Toppesfield School Association and ask for help in running the games at the hall for Halloween event.
- 15/230.13 Councillor Bull to speak to Bernie Stevenson regarding the zombie march.
- 15/230.14 Kaaren Berry to write a letter of support to Braintree's Mi Community for the Toppesfield Community Pub application to renovate the barns.

15/231 Internal Practices and management for the Parish Council

- 15/231.1 Braintree District Council Planning Training events – Review.
- 15/231.2 Two Hour Short Course Training – Review.

15/232. Correspondence Received:

- 15/232.1 Community Led Planning Network RCCE – Neighbourhood Planning Coffee Morning 14 November 2015
- 15/232.2 The Conservation Volunteers – Tree Planting Scheme
- 15/232.3 Clerk & Councils Direct – November Issue received
- 15/232.4 Carter Jonas – Potential Redevelopment of land off Park Lane and The Causeway, Toppesfield
- 15/232.5 Braintree District Council – Tree Preservation Order 15/82
- 15/232.6 Email received from Jane Clark, Berwick Hall Farm.

15/233. Financial Accounts:

- 15/233.1 To open and discuss quotes received for works to area around Gainsford End Pump and to the Land behind The Green Man Public House which is being purchased by the Parish Council.
- 15/233.2 To receive the Clerk's Report indicating receipts and payments requiring approval.
- 15/233.3 Budget for 2016/2017 – projects to be factored into next year's budget.

15/234. Highways

- 15/234.1 Temporary closure of Toppesfield Road in the parish of Finchingfield from the junction with Wethersfield Road to its junction with Gainsford End from 2nd November for three days.
- 15/234.2 The Causeway footpath / access road
- 15/234.3 Update on footpath through Camoise Close to the church – Councillor Alan Preston

15/235. Planning:

Application No:	Description:	Location:	Comments By:
15/00035/COUPA	Prior approval for the change of use of an agricultural building to flexible use within shops, financial and professional services, restaurants and cafes, business, storage or distribution, hotels, or assembly or leisure - Change of Use to B8	Meads Farm Great Yeldham Road Toppesfield Essex CO9 4LS	Information only - a notification has been made to ascertain whether Prior Approval by the local planning authority is required before the development can proceed. Details of the notification are displayed on the Council's website.
15/01265/FUL & 15/01266/LBC	Amendments to previously approved planning application 10/01438/FUL and Listed Building Consent 10/01439/LBC consisting of fenestration changes and internal alterations to unit 1	Berwick Hall Farm Park Lane Toppesfield Halstead Essex CO9 4DQ	Comments to Braintree District Council by 9 th November 2015
15/01344/FUL	Erection of new timber framed rear extension and minor internal renovation.	Woodleys Farm Gainsford End Toppesfield Essex	Comments to Braintree District Council by 27 th November 2015

15/236. Parish Plan Portfolio: Ecology & Environment

15/236.1 Update: Councillor Mike James

15/237. Parish Plan Portfolio: Social and Community

15/237.1 Update: Councillor Dave Dyson & Councillor Linda Bowen

15/237.2 Meeting Rooms at The Green Man – Councillor Paul Thompson

15/237.3 Update: Progress on Neighbourhood Plan – Councillor Dave Dyson

15/237.4 Update: Village Hall Operational Committee – Councillor Dave Dyson

15/238. Parish Plan Portfolio: Leisure & Recreation

15/238.1 Funding update – Councillor Paul Thompson

15/238.2 Update – Bulb planting date and communications – Councillor Paul Thompson

15/239. Parish Plan Portfolio: Communications and Transport

15/239.1 Update: Councillor Andrew Bull

15/240. Parish Plan Portfolio: Economy and Employment

15/240.1 Update: Councillor Alan Preston

15/240.2 Update: Village Handyman.

15/240.3 Update: Essex air ambulance.

15/240.4 Update on snow clearance and shovels.

15/241. Parish Plan Portfolio: Youth

15/241.1 Update: Councillor Andrea Chinery

15/242 Community Listening Event

15/242.2 Councillor Andrew Bull to update on plans for the event,

15/243. Christmas Event:

15/243.1 Councillor Andrew Bull to update

15/244. Parish Surgery:

15/244.1 Report on Parish Council surgery 8th October 2015 – Councillor Alan Preston

15/244.2 The next Parish Surgery will be held on 7th November 2015 from 10.30am – 12.30pm in the Village Hall.

15/245. Any Other Business:

To discuss any other business / items for the next agenda

15/246. Date of the next meeting:

The next Parish Council Meeting is scheduled for 3rd December 2015 at 8pm at Toppesfield Village Hall

15/247. Close