
Toppesfield and Gainsford End Parish Council Meeting

To be held on 6th October 2011 at 8pm

At Toppesfield Village Hall

1. Attendance and Apologies for absence
2. Open Session - opportunity for members of the Parish to address the Parish Council.
 - Village Plan Update
3. Approval of the previous minutes
4. Matters Arising from last meeting

To consider any matter arising from the minutes which do not appear elsewhere on the agenda.

- Recreational Equipment
5. Actions from previous meeting:
 - Kaaren Berry to write to Essex Police re the mobile unit and what will be replacing it.
 - Kaaren Berry to chase Bulmer re recreational area costing's etc.
 - Kaaren Berry to write to Tony Davison regarding the allotments.
 - John Levick to contact Buzz Com re radio broadband.
 - Peter Moore to speak to Will Kettley re footpaths and land issues around the allotments.
 - Fran Laskowski to finalise quotes for signs in the allotments.
 - Clare Condie to find out if the signs can say 'by order of the parish council'.
 - Alan Collard to contact Barclays.
 - Andrew Bull to pull together a list of former and current advertisers of the newsletter.
 - John Levick to draft a letter detailing changes etc. to advertising.
 - John Levick to draft invoice template for advertisers.
 - Fran Laskowski and Kaaren Berry to write to the school regarding a time capsule.
 - Andrew Bull to speak to the football team re the electric account for the changing rooms.
 - Kaaren Berry to purchase laptop.
 - Kaaren Berry to forward RCCE meeting information to Malcolm re the training on 11th October 2011.
 - Alan Collard to speak with Mrs Ruggles regarding the bench and dedication.
 - Andrew Bull to speak to Margaret Dyson regarding the notice board by Camoise Close.
 - John Levick to contact Essex County regarding boundary map for the website.

Updates on any outstanding issues from previous actions.

6. Planning Issues
 - Site Allocations Development Plan Document
7. Transport / Highways Issues

8. **Financial Accounts**

- To receive the Clerk's Report indicating receipts and payments requiring approval.
- National Savings Account.
- Precept
- Accounts - update.

9. **Correspondence**

10. **Any Other Business**

To consider any other business -

- Daffodil Working Party
- Website - Parish Maps
- Emergency Life Support

11. **Date of the next meeting**

12. **Close**