



Toppesfield Parish Council

Clerk to the Council:

Kaaren Berry

Tel: 01787 238217

Mobile: 07788955038

Email: Kaaren.berry@kaaren.co.uk

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

www.toppesfieldparishcouncil.org.uk

28th September 2017

Toppesfield Parish Councillors

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

Thursday 5th October 2017 at 7.30pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

-
- 17/156. Attendance and Apologies for absence**
- 17/157. 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).]
- 17/158. Open Session** – opportunity for members of the Parish to address the Parish Council.
-
- 17/159. Minutes of the last Parish Council Meeting**
(previously circulated)
- 17/160. Matters Arising from last meeting** - not dealt with below
- 17/161. Actions from previous meeting:**
- 17/161.1 Councillor Bull to write to the community payback team supervisor to make them aware of the recent incident of human waste at the Toppesfield Playing field.
- 17/161.2 Councillor Bull to write to David Finch to voice concerns for the children of the parish regarding problems encountered following the award of a new bus contractor for Hedingham School transport.
- 17/162. Internal Practices and management for the Parish Council:**
- 17/162.1 Terms & conditions of hire & Booking form for consideration and signing for the hire of Toppesfield Village Hall for parish council meetings.
- 17/162.2 ***Consideration of producing a Neighbourhood Plan***
- 17/163. Correspondence Received:**
- 17/163.1 SLCC – Clerk Magazine – September issue received.
- 17/163.2 Pinpoint Create – introduction for a storytelling consultant.

- 17/163.3 Braintree District Council – Planning application no 17/00658/FUL – letter to confirm the application has been granted.
- 17/163.4 Countryside Alliance Awards – nominations are open until 13 November 2017.
- 17/163.5 BDVSA – e-bulletin, EALC – county and legal updates – circulated to all Councillors prior to meeting.
- 17/163.6 Braintree District Council – Choice Based Breakfast Briefing, 11 October 2017 to be held at Causeway House, Braintree.
- 17/163.7 Essex County Council – Public Consultation on proposed changes to the Mobile Library Service – open until 6th November 2017. For more information about the proposals and to complete the survey please go to www.essex.gov.uk
- 17/163.8 Essex Association of Local Councils – Local Services Fund now open. For projects that are designed to support communities by adding value to services or introducing new services.
- 17/163.9 Rural Services Network – Growing a Rural Community Survey for Essex
- 17/163.10 RCCE – Warbler September issue received and circulated to Councillors.

17/164. Financial Accounts:

- 17/164.1 To receive the Clerk's Report indicating receipts and payments requiring approval
- 17/164.2 Annual Return for year ended 31 March 2017
- 17/164.3 Financial Support for the Village Show 2017

17/165 Highways:

- 17/165.1 Footpath 51 diversion

17/166 Parish Council Goal – 'Love where you live'

- 17/166.1 Neighbourhood Watch Programme Update [AP]
- 17/166.2 Community Payback Team – Report on September & Proposed Plan for October [PT]
- 17/166.3 Update on quotes for benches [AC]
- 17/166.4 Councillor Chinery to speak to a contact regarding porta toilets [AC]
- 17/166.5 The village gate at Gainsford End [AP]
- 17/166.6 Toppesfield Village Sign [AP]
- 17/166.7 Update on Gainsford End Pump Project.

17/167. Parish Council Goal – 'Bringing the Community Together'

- 17/167.1 Update on proposed Christmas Lunch planning for our older residents [AP]
- 17/167.2 Village Hall Management Committee Update (LB)
- 17/167.3 Update on Little Chestnuts Pre-School [AC]
- 17/167.4 Update on Golden Chestnuts activities for July/August 2017 [DD]
- 17/167.5 Update on St. Margaret's School [AC]
- 17/167.6 Village Show 2017 Review (AB/AC)

17/168. Parish Council Goal – 'Protecting our Heritage and Planning for the Future'

17/169. Information exchange / August/September Parish Surgery / Items for the next agenda

17/170. Date of the next meeting:

The next Parish Council Meeting is proposed to be held on 2nd November 2017 at 7.30pm at Toppesfield Village Hall.

17/171. Close

#Critical/Important items highlighted in bold/italics