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**AGENDA FOR A MEETING OF TOPPESFIELD PARISH COUNCIL
TO BE HELD ON MONDAY 6 SEPTEMBER 2010 AT 20.00.
AT THE VILLAGE HALL, TOPPESFIELD**

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PART A

1 MEMBERSHIP, ATTENDANCE AND APOLOGIES FOR ABSENCE.

1.1. To record attendance and to receive apologies for absence.

1.2. To receive Councillors declarations of interest.

2 OPPORTUNITY FOR PUBLIC / PRESS TO ADDRESS THE MEETING

To answer **questions** raised by the public / press.

3 VILLAGE AGENT

To receive a short report from Village Agent, Richard Ould.

4 ESSEX COUNTY COUNCILLOR'S REPORT

To receive a short report from the ECC Councillor.

5 DISTRICT COUNCILLORS REPORT

To receive a short report from the BDC Councillor.

6 MINUTES OF THE LAST MEETING

To confirm the minutes of the meeting held on 05/07/10.

7 MATTERS ARISING FROM THE MINUTES

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

8 PLANNING

To receive a report from the Planning Committee.

9 HIGHWAYS

To consider any highways issues.

10 VILLAGE PLAN

To receive a progress report.

11 CORRESPONDENCE RECEIVED

To consider correspondence received:

12 ACCOUNTS

- 12.1. To receive the Clerk's Report indicating receipts and payments requiring approval.
- 12.2. To approve the accounts to 31/03/10 for submission to Audit.
- 12.3. To consider amount paid to Village Hall Committee.

13 DATE AND TIME OF THE NEXT MEETING

13.1. To note the following previously agreed schedule of dates for the year 2010/2011:

Mon	04/10/10	20.00
Mon	08/11/10	20.00
Mon	06/12/10	20.00
Mon	10/01/11	20.00
Mon	07/02/11	20.00
Mon	07/03/11	20.00
Mon	09/05/11	19.30 APM & AGM
Mon	06/06/11	20.00
Mon	04/07/11	20.00

13.2. To consider the frequency of Parish Council meetings.

It has been suggested that In order to reduce administration costs the PC should reduce the number of meetings from ten to four per year.

14 ANY OTHER BUSINESS

To note any other urgent business and to determine any issues for inclusion on the next agenda.