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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.