

Toppesfield Parish Council



Clerk to the Council:

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2nd September 2012

Toppesfield Parish Councillors

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

Thursday 6th September 2012 at 8.00 pm at Toppesfield Village Hall.

Kaaren Berry

Clerk to Toppesfield Parish Council

Kaaren Berry

AGENDA

1. Attendance and Apologies for absence

2. 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).]

3. Open Session – opportunity for members of the Parish to address the Parish Council.

4. Village Plan Reports

5. Minutes of last meeting (previously circulated)

6. Matters Arising from last meeting - not dealt with below

7. Actions from previous meeting:

- 7.1 Peter Moore to contact village plan group members inviting them to Parish Council meetings on a rolling basis to report progress.
- 7.2 Peter Moore to speak to the contractor regarding the strapping of the pump house legs and whether English Heritage need to be contacted again regarding the second incident.
- 7.3 Andrew Bull to meet with BDC tree warden re leaning tree near the school gates.
- 7.4 David Bagnall, Alan Collard and Kaaren Berry to produce action plan for Quality Status.
- 7.5 Andrew Bull to report back from LARG re hedge/tree works and open space plan.
- 7.6 Kaaren Berry to purchase a second fixing set for the memorial bench.
- 7.7 David Bagnall to prepare response to BDC re Council Tax Benefit proposals.
- 7.8 Alan Collard to give a budget update at the next meeting expenditure v's Plan
- 7.9 Kaaren Berry to pass forms to Alan Collard to change signatories with Barclays.

8. Transport / Highways Issues

30mph progress update by Councillor Moore

9. Village Pump

Report on progression by Councillor Moore

10. Beacon update

Report from Councillor Bull

11. Village Hall Update report

Councillor Sheldrake to report

12. Quality Council and Competence Status

Report by Councillor Bagnall on Quality Council implantation arrangements

13. Code of Conduct

Adoption of the code of conduct and completion of register of interests

14. Broadband

Update on progression from Councillor Moore

15. Recreational Areas / Open spaces

- 15.1 Progression on tree/hedge quotes and works – Councillor Bull to report back following discussions with L.A.R.G.
- 15.2 Improvements to public open spaces – report by Councillor Bull following discussions with L.A.R.G.
- 15.3 Gainsford End Swings

16. Financial Accounts

- 16.1 To receive the Clerk's Report indicating receipts and payments requiring approval.
- 16.2 Quotations for printing the Newsletter – Councillor Bull to report back on his recommendations regarding new quotes for printing the newsletter.
- 16.3 Currys – laptop warranty – decision required as to whether to renew it.

17. Correspondence

- 17.1 Brochure from Kompan – play area equipment
- 17.2 Audit Commission – appointment of Littlejohn LLP as external auditors
- 17.3 County Update – including EALC AGM invitation and training courses
- 17.4 Essex County Council – notice of public consultation of Town and country Planning Regulations
- 17.5 Mh-p web analytics report
- 17.6 Society of Local Council Clerks – membership invitation

18. Village Show

Side show games and volunteers

19. Any Other Business

To discuss any other business / items for the next agenda

20. Date of the next meeting

Next Meeting will be the 4th October 2012 at 8pm at Toppesfield Village Hall

21. Close