



# Toppesfield Parish Council

**Clerk to the Council:**

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31<sup>st</sup> August 2013

Toppesfield Parish Councillors

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

**Thursday 5<sup>th</sup> September 2013 at 8.00 pm at Toppesfield Village Hall.**

Kaaren Berry

Clerk to Toppesfield Parish Council

*Kaaren Berry*

## **AGENDA**

### **13/157. Attendance and Apologies for absence**

### **13/158. 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).]*

**13/159. Open Session** – *opportunity for members of the Parish to address the Parish Council.*

**13/160. Minutes of last meeting** (*previously circulated*)

**13/161. Matters Arising from last meeting** - not dealt with below

### **13/162. Actions from previous meeting:**

- 13/162.1 Peter Moore to contact Belinda Young and Essex County Council re the possibility of selling the car park.
- 13/162.2 Alan Collard to follow up the current position regarding the hedge at Cust Hall.
- 13/162.3 Kaaren Berry to follow up on the clearing of footpaths with landowners.
- 13/162.4 Kaaren Berry to review the Insurance Policy regarding sub-contractors.
- 13/162.5 Peter Moore to contact Essex County Council regarding the footpath along The Causeway.
- 13/162.6 Kaaren Berry to contact Braintree District Council regarding extending the number of councillors.
- 13/162.7 Councillor Moore to speak to Essex County Council re point 4E in Village Plan update report.
- 13/162.8 Kaaren Berry to write a letter of thanks to Liz Bickers.
- 13/162.9 Kaaren Berry to seek quote for refitting finger post.

**13/163. Leisure and Recreation Group:**

Update on Pavilion Refurbishment and application for section 106.

**13/164. Financial Accounts:**

13/164.1 To receive the Clerk's Report indicating receipts and payments requiring approval.

**13/165. Transport / Highways Issues****13/166. Co-option of Casual Vacancy**

Decision required on co-option of Casual Vacancy

**13/167. Village Hall Update report**

Councillor Sheldrake to report

**13/168. Planning**

<b>Minute No:</b>	<b>Application No:</b>	<b>Description:</b>	<b>Location:</b>
13/168.1	13/00984/FUL	Erection of double garage	6 Stambourne Road Toppesfield, CO9 4DG
13/168.2	Plan No. PROW-13-004 29 August 2013	Proposed diversion of Footpath 8	Bradfield's: CO9 4LX

*Decision required on each planning application*

**13/169. Village Show**

Consideration and decisions required on Banner and Tent, Children's Competition, Children's Activity, Workshop and Village Improvements and Staffing.

**13/170. Village Plan**

Further consideration of the report from the meeting held on 17<sup>th</sup> July 2013

**13/171. Parish Surgeries**

Report on surgery attendance and issues raised. Date for the next surgery 21<sup>st</sup> September 2013.

**13/172. Community Issues Meeting**

Date required for next group meeting.

### **13/173. Winter Gritting Team**

Volunteers required to help and team leader to be appointed.

### **13/174. Christmas Celebrations.**

Discussion and decision on events required.

### **13/175. Correspondence**

- 13/175.1 Braintree District Council – Scrutiny Review of Young People Not in education, Employment or Training.
- 13/175.2 Braintree Arts Theatre – brochure of upcoming shows.
- 13/175.3 RCCE – Community Oil Buying and Essex Village of the Year / Best Kept Village results.
- 13/175.4 The Oil Club – introducing the company.
- 13/175.5 EALC – County Update and upcoming courses.
- 13/175.6 Braintree District Council Superfast Broadband Campaign
- 13/175.7 RCCE – Community Led Planning Afternoon – 16<sup>th</sup> September 2013 – Widdington Village Hall.
- 13/175.8 RCCE – Community Led Planning – Public Health & Wellbeing – 17<sup>th</sup> September 2013.
- 13/175.9 mh-p – website analytic report, August 2013.
- 13/175.10 Braintree District Council – changes to permitted development – reporting of applications
- 13/175.11 Essex County Council – Superfast Broadband BDUK Project
- 13/175.12 Zurich – Invitation to Local Council Advisory Service Seminar
- 13/175.13 The Rural Services Network - Rural Fair Share Petition

### **13/176. Any Other Business**

To discuss any other business / items for the next agenda

### **13/177. Date of the next meeting**

The next Parish Council Meeting is scheduled for 3<sup>rd</sup> October 2013 at 8pm at Toppesfield Village Hall

### **13/178. Close**