



# Toppesfield Parish Council

**Clerk to the Council:**

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29<sup>th</sup> August 2015

Toppesfield Parish Councillors

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

**Thursday 3<sup>rd</sup> September 2015 at 8.00 pm at Toppesfield Village Hall.**

Kaaren Berry

Clerk to Toppesfield Parish Council

*Kaaren Berry*

## **AGENDA**

**15/183. Attendance and Apologies for absence**

**15/184. 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).]*

**15/185. Open Session** – opportunity for members of the Parish to address the Parish Council.

**15/186. Minutes of the last Parish Council Meeting** (*previously circulated*)

**15/187. Matters Arising from last meeting** - not dealt with below

**15/188. Actions from previous meeting:**

15/188.1 Councillor Bull to forward copy of the Buckingham Palace nomination form to Kaaren Berry.

15/188.2 Kaaren Berry to write a letter of thanks for the donation to LARG.

15/188.3 Councillor Bull to gain statistics of the use for the 333 bus service.

15/188.4 Councillor Preston to organise the purchase of 8 snow shovels.

15/188.5 Kaaren Berry to follow up with Essex County Council and Greenfields regarding The Causeway drives and path.

15/188.6 Kaaren Berry to write to a Park Lane resident regarding their access problems on their driveway.

15/188.7 Kaaren Berry to find out who owns the ditch opposite no 51 The Causeway.

15/188.8 Kaaren Berry to ask for the verges to be cut again.

15/188.9 Kaaren Berry to seek dates for Councillor training evening.

**15/189 Internal Practices and management for the Parish Council**

15/189.1 Proposed revised procedures for quoting for PC work.

15/189.2 New Projects: Hedge clearing and weed removal for new border of land behind The Green Man.

15/189.2 Preparation of works for repaired pump into Gainsford End

#### **15/190. Correspondence Received:**

15/190.1 Feedback from the previous Parish Surgery (Councillor Paul Thompson)

15/190.2 Feedback from meeting with District Councillor Richard Van Dulken

15/190.3 Advertising for next year's visit to Hampton court, 5<sup>th</sup> - 10<sup>th</sup> July 2016 – Councillor Thompson

15/190.4 Braintree District Council – Choice Based Lettings Breakfast Briefing – 15 September 2015

15/190.5 EALC – County Update for August received.

15/190.6 Birkett Long - request re searches.

15/190.7 Shaun Sheldrake – Installation of community public access Defibrillator Cabinet.

15/190.8 Mrs Clark – Ash Felled on The Causeway – a replacement tree was planted last Autumn.

15/190.9 BDVSA – Annual Assembly invitation – 16<sup>th</sup> September 2015 – Braintree.

15/190.10 Community Land Trust East – Call for Sites.

15/190.11 EALC – Annual General Meeting – 24<sup>th</sup> September 2015 & Annual Report.

15/190.12 EALC – re-issue of invoice for Good Councillor Guides

15/190.13 Barclays – Confirmation of signing arrangements amendments.

15/190.14 Essex Air Ambulance – request for funding.

15/190.15 Broxap – trade brochure

#### **15/191. Financial Accounts:**

15/191.1 Damage to wet pour surface at Toppesfield Playing Field and quote to repair.

15/191.2 Increase Parish Grant to St Margaret's Church to cover Grass Cutting of the Church Yard..

15/191.3 To receive the Clerk's Report indicating receipts and payments requiring approval.

#### **15/192. Highways**

15.192.1 Footpath from Camoise Close through to the Church – Councillor Alan Preston

#### **15/193. Planning:**

15/193.1 Proposal on Engagement and Consultation Strategy for Local Call for Sites Programme – Councillor Andrew Bull

#### **15/194. Parish Plan Portfolio: Ecology & Environment**

15/194.1 Update: Councillor Mike James

#### **15/195. Parish Plan Portfolio: Social and Community**

15/195.1 Update; Councillors Dave Dyson and Linda Bowen

15/195.2 Progress on Village Hall refurbishment project

15/195.3 Progress on Neighbourhood Plan project

15/195.4 Progress on Neighbourhood Watch

15/195.5 Village Show Support

15/195.6 Village Hall Operations Update

#### **15/196. Parish Plan Portfolio: Leisure & Recreation**

15/196.1. Update on Changing Rooms Refurbishment – Councillor Thompson

15/196.2 Braintree District Council's grass cutting schedule for Toppesfield and Gainsford End - Councillor Thompson.

15/196.3 Local Footpaths Maintenance – Councillor Thompson

15/196.4 Funding of Children's play area – Councillor Thompson

15/196.5 Quiz Night in the Village Hall - Councillor Thompson

15/196.6 Dog Mess Signage – Councillor Thompson

15/196.7 November Bulb Planting – Councillor Thompson  
15/196.8 Specification for future parish works – Councillor Thompson

**15/197. Parish Plan Portfolio: Communications and Transport**

15/197.1 Update: Councillor Andrew Bull

**15/198. Parish Plan Portfolio: Economy and Employment**

15/198.1 Update re Toppesfield & Gainsford End Services - Councillor Alan Preston

**15/199. Parish Plan Portfolio: Youth**

15/199.1 Update: Councillor Andrea Chinery

**15/200. Parish Surgery/Village Show:**

The next Parish Surgery is scheduled to be held on 12<sup>th</sup> September 2015 in conjunction with the village show. Volunteers for assisting the Village Hall Committee on their stalls.

**15/201. Any Other Business:**

*To discuss any other business / items for the next agenda*

**15/202. Date of the next meeting:**

The next Parish Council Meeting is scheduled for 1<sup>st</sup> October 2015 at 8pm at Toppesfield Village Hall

**15/203. Close**