



Toppesfield Parish Council

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31st August 2018

Toppesfield Parish Councillors

You are hereby summoned to the Parish Council meeting of Toppesfield Parish Council to be held on
Thursday 6th September 2018 at 7.30pm at Toppesfield Village Hall.

Kaaren Berry
Clerk to Toppesfield Parish Council
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AGENDA

- 18/148. Attendance and Apologies for absence**
- 18/149. 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).]
- 18/150. Open Session – opportunity for members of the Parish to address the Parish Council.**
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- 18/151. Minutes of the last Parish Council Meeting**
(previously circulated)
- 18/152. Matters Arising not on the agenda – for report only**
- 18/153. Actions from previous meeting:**
- 18/153.1 Communication with Thelma Bond and purchase of new bench (AB)
 - 18/153.2 Update on installation of new litter bin for Toppesfield Playing Field (AP)
 - 18/153.3 Response to Village Hall Management Committee re their request for £5000 towards a project of the Parish Councils choice for the village hall.
 - 18/153.4 Purchase signs for Park Lane car park and issues of notices on the cars using the car park (AB)
 - 18/153.5 Communicate with Brain Moody PCC re the NALC publication and the grant request from St Margaret's Church (AB)
 - 18/153.6 Communication required with Stuart Hammond & tree warden Rob Sullivan re works required the the Cherry trees along The Causeway (PT & MJ)
 - 18/153.7 Research costs for a new swing set for Gainsford end playing field (PT)
 - 18/153.8 Retrieve quote for work to clear the area behind the pub (KB)
- 18/154. Internal Practices and management for the Parish Council:**
- 18/154.1 NALC – LO1 – Financial assistance to the Church.
 - 18/154.2 Neighbourhood Plan – next steps
 - 18/154.3 EALC upcoming training courses

18/155. Correspondence Received:

- 18/155.1 Essex Parish Partnership – Making the Links, EALC Legal and County Updates – circulated to all Councillors prior to meeting.
- 18/155.2 CPRE – Countryside Voice and Field Work Summer 2018 publications received.
- 18/155.3 RCCE – Essex warbler – August edition received and circulated to all Councillors prior to meeting.
- 18/155.4 RCCE – Oyster Publication for Summer 2018 received.
- 18/155.5 Braintree & Uttlesford Community Policing Team - seeking interest to hold a 'Preventing Fraud how to spot it event'.
- 18/155.6 RCCE – Annual review publication received.
- 18/155.7 Correspondence received relating to Park Lane Car Park
- 18/155.8 Essex Rural Skills Project – project governed by the RCCE with partner organisations to deliver rural employability and skills courses for the whole community.
- 18/155.9 EALC – invitation for their Annual General Meeting – 20th September 2018.
- 18/155.10 Orchards East School of History – Initial survey work aims to establish locations and conditions of surviving orchards – volunteers are required to carry out this work.
- 18/155.11 Uttlesford & Braintree Community Policing Team – Preventing Fraud event – offer for them to attend a village market is being discussed and the Parish Council will be informed of the outcome.
- 18/155.12 Invitation to the Chairman to attend the planting of commemorative trees to mark the centenary of the end of the First World War. Events to be held in Halstead Public Gardens, Witham Town Park and Marshalls Park, Braintree.
- 18/155.13 Essex County Council – details of works including works to the A120 and public consultation on Braintree Integrated Transport Package is scheduled to launch on Monday, 10 September 2018 and will be open for 7 weeks, closing 29 October 2018. Two consultation events will be held, these will provide details of the proposals and members of the project team will be on hand to answer questions - Saturday, 6 October (10am-4pm) - Council Chamber, Braintree Town Hall and Friday, 12 October (11am to 7pm) - Alec Hunter Academy.
- 18/155.14 Superfast Broadband - Superfast Essex Countywide Parish Engagement Event - Thursday 20th September 2018, 7.30pm to 9pm at Anglia Ruskin University, Chelmsford

18/156. Financial Accounts:

- 18/156.1 To receive the Clerk's Report indicating receipts and payments requiring approval
- 18/156.2 Grant request for Churchyard grass cutting and general upkeep.
- 18/156.3 Quote for works to the cherry trees along The Causeway

18/157. Highways:

- 18/157.1 Park Lane Car Park
- 18/157.2 Footpath 51 update
- 18/157.3 Cust Hall Bridge – update from District Councillor Richard van Dulken.

18/158. Planning:

Application No:	Description	Address	Action
18/01052/FUL	Erection of conservatory to rear	15 Church Lane Toppesfield Essex CO9 4DS	Application refused by Braintree District Council
18/01356/FUL	Erection of front and side extensions and associated alterations	Paps, Harrow Hill Toppesfield Essex CO9 4LX	Application Granted by Braintree District Council
18/00746/FUL	Planning application for the enlargement of two existing fishing lakes to create one larger fishing lake; the creation of a parking area; the change of use of land for siting four mobile units to provide anglers' toilets, a tea room, a tools shed; office with family cabin. Retention of new electricity supply and enclosure.	Fishing Lakes Great Yeldham Hall Toppesfield Road Great Yeldham Essex	Comments to Braintree District Council by 10 th September 2018

18/159. Toppesfield Village Hall

18/159.1 Update from Village Hall Management Committee

18/160 Playing Fields & The Dick Ruggles Pavilion

18/160.1 Update on Playing Fields User Group. (AB)

18/160.2 Update on purchase and installation of new rocker play equipment. (PT)

18/160.3 Community Payback update on activities carried out/proposed activities. (PT)

18/160.4 New nets for 5 aside goal posts required (PT)

18/160.5 Blocks need removing from the playing fields (PT)

18/160.6 White Poplar trees are sprouting (PT)

18/160.7 Pavilion - is the glass in the cabinet safety glass and storage of items in the pavilion (PT)

18/161 Communications

18/161.1 Update on Communications for the Community (AB)

18/161.2 Parish Council website review (KB)

18/162. Information exchange / Parish Surgery / Items for the next agenda

18/163. Date of the next meeting:

The next Parish Council Meeting is proposed to be held on 6th October 2018 at 7.30pm at Toppesfield Village Hall.

18/164. Close