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**MINUTES OF A MEETING OF TOPPESFIELD PARISH COUNCIL  
HELD ON MONDAY 4 OCTOBER 2010 AT 20.00.  
AT THE VILLAGE HALL, TOPPESFIELD**

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**PART A**

**1 MEMBERSHIP, ATTENDANCE AND APOLOGIES FOR ABSENCE.**

**The following Councillors were in attendance:**

Steve Amerio  
Fraser Croft  
Fran Laskowski  
John Levick  
Shaun Sheldrake

**Also in attendance:**

Steve Marshall Clerk to the Parish Council  
3 members of the public

**Apologies were received from;**

Peter Moore

In the absence of the Chairman and the Vice-Chairman Shaun Sheldrake was elected to chair the meeting.

1.2. There were no Councillors declarations of interest.

**2 OPPORTUNITY FOR PUBLIC TO ADDRESS THE MEETING**

The following matters were raised by the three residents present:

- 2.1. Parking on pavements – **ACTION: SA to speak to residents**
- 2.2. Parking outside PO/shop – in hand **ACTION: SA**
- 2.3. Mission Hall - no further info
- 2.4. Planting of hedge – refer to 6.1.
- 2.5. Salt Bin – refer to 4.3.
- 2.6. Flooding – matter resolved.

**3 MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 06/09/10 were approved and signed by the Chairman, as being an accurate record of the meeting.

**4 MATTERS ARISING FROM THE MINUTES**

The following action points were updated:

- 4.1. Playing field gate – matter resolved.
- 4.2. Provision of water to the allotments – no stand pipe exists.
- 4.3. Salt bin – ECC to provide one f-o-c.
- 4.4. VHC accounts – obtained – refer to 9.3.

**5 PLANNING**

The following planning matters were noted:

Application No.: **10/01100/FUL**      **Application GRANTED**

Application No.: **10/01101/LBC**      **Application GRANTED**

Applicant: Mr & Mrs Clark

Description: Insertion of two replacement windows on north elevation and creation of two dormer windows south elevation. Demolition of existing porch and erection of new porch

The Old Rectory The Causeway Toppesfield Halstead Essex CO9 4DQ

**6 HIGHWAYS**

In the absence of the Chairman the following was noted:

**6.1. Hedges**

It was noted that an enquiry has been received regarding the new hedge planted in front of the existing fence at the recently finished house at the junction in The Causeway. Is on Parish/Council Land? It is front of the signs.

**ACTION: Ownership to be investigated.**

**7 VILLAGE PLAN**

PM absent.

Next meeting: 11/10/10.

**8 CORRESPONDENCE RECEIVED**

The Clerk reported on correspondence received.

**9 ACCOUNTS**

9.1. The Clerk's Report indicating receipts and payments requiring approval was received and approved. (Appendix A)

9.2. The accounts to 31/03/10 and the Audit submission forms were approved and signed.

9.3. Consideration of the amount paid to Village Hall Committee was deferred to the next meeting.

**10 DATE AND TIME OF THE NEXT MEETING**

**The following previously agreed schedule of dates for the year 2010/2011 was noted:**

Mon	08/11/10	20.00
Mon	07/03/11	20.00
Mon	09/05/11	19.30 APM & AGM
Mon	tba/09/11	20.00

## 11 ANY OTHER BUSINESS

### 11.1. Grants

It was noted that there had been a recent advert in a local paper offering up to £15k in grants for local projects.

**ACTION : FL to investigate.**

### 11.2. Roadside Cleaning

It was noted that the roads outside the village, notably Yeldham Road are still in need of a major litter-pick.

### 11.3. Pond Clearance

It was agreed that the clearance of the playing field pond and the demolition of the old toilet should be referred to the Village Plan Group.

### 11.4. Football posts

It was noted that the hooks on the goal posts should be ground off as they are considered to be dangerous.

There being no further business the meeting closed.

Chairman \_\_\_\_\_ Date \_\_\_\_\_

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## **ACTION SUMMARY**

- FL to investigate grants**
- PM to contact BDC regarding Green Heart Campaign**
- PM Glass gift to the value of £100 be purchased for VT.**
- SA to grass area outside PO / Shop erect two wooden posts / bollards to prevent parking.**
- SA to speak to residents regarding parking on pavements.**
- ?? Ron's Bench to be refurbished.**
- ?? Ownership of land at The Causeway junction to be investigated.**

## APPENDIX A

**ACCOUNTS 4 OCTOBER 2010**

	£	£
<b>National Savings Deposit account:</b>		
<b>Balance as at 02-03-10</b>	<b>2,498.26</b>	
<b>Balance from 06/09/10</b>		<b>9,832.34</b>
<b>Cheques received:</b>		
Overpayment refund from S Sheldrake		281.90
<b>Subtotal:</b>		<b>10,114.24</b>
<b>Payments to be approved:</b>		
101238 Karen Baker – Audit preparation, etc		180.00
101243 A Bull – Bouncy Castle		280.00
101244 Marshall Whittaker – clerks fees & expenses		562.62
101245 mh-p		105.76
101246 e-on		29.00
101247		
101248		
<b>Balance</b>	<b>2,498.26</b>	<b>8,957.48</b>