
**MINUTES OF A MEETING OF TOPPESFIELD PARISH COUNCIL
HELD ON MONDAY 6 SEPTEMBER 2010 AT 20.00.
AT THE VILLAGE HALL, TOPPESFIELD**

PART A

1 MEMBERSHIP, ATTENDANCE AND APOLOGIES FOR ABSENCE.

The following Councillors were in attendance:

Steve Amerio	
Andrew Bull	Vice-Chairman
John Levick	
Peter Moore	Chairman
Shaun Sheldrake	

Also in attendance:

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

Apologies were received from;

Fraser Croft

1.2. There were no Councillors declarations of interest.

2 VILLAGE AGENT

Village Agents, Richard Ould gave a verbal report on the Scheme.

The Village Agents pilot in Essex is funded by a partnership between Essex County Council, the Braintree Local Strategic Partnership and NHS Mid Essex. The partnership has commissioned Rural Community Council of Essex (RCCE) as the pilot project delivery partner.

The Village Agents scheme supports many of the Partners priorities in improving access to health and wellbeing services and supporting people to live a better quality of life. This project also builds on the existing RCCE role in working with rural parishes, businesses, statutory and 3rd sector agencies to deliver a stronger rural community. The RCCE will use their local expertise, networks and knowledge to work with parish councils to inform and develop the project.

This pilot project will be based upon an example of best practice at Gloucestershire County Council, who has now mainstreamed a similar service after a two year pilot with great success. Gloucestershire has 28 part-time staff working across over 200 rural parishes, supporting people over the age of 50.

The primary focus of the Mid Essex pilot project is to provide isolated or disadvantaged older people in rural communities with easier access to information and services. However, no other disadvantaged or isolated people will be excluded from receiving Village Agent assistance.

Village Agents will be responsible for signposting local residents to a range of services and information sources that are able to provide the right help, advice and

support in effect joining up services for older people in rural areas and identifying any unmet needs in the local community.

12 Village Agents will be introduced to communities in Braintree, Chelmsford and Maldon. The Village Agents will be recruited and trained locally by the RCCE from these communities with their exact placements agreed in consultation with key stakeholders. The role of the Village Agents will compliment and work with existing lines of information and communication, such as mobile libraries, parish, district and borough councillors, as well as parish clerks.

The pilot project is scheduled to last until 31st March 2011. If it is successful and attracts further funding, it is hoped that it may be implemented throughout the County.

Contact details: 07540 720610 richard.ould@vaessex.org.uk

3 OPPORTUNITY FOR PUBLIC / PRESS TO ADDRESS THE MEETING

Councillors answered questions raised by the public.

3 ESSEX COUNTY COUNCILLOR'S REPORT

There was no report from the ECC Councillor.

4 DISTRICT COUNCILLORS REPORT

There was no report from the BDC Councillor.

6 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 05/07/10 were approved and signed by the Chairman, as being an accurate record of the meeting.

7 MATTERS ARISING FROM THE MINUTES

The following action points were updated:

- 7.1. Cleaning of play equipment – resolved.
- 7.2. Gate to playing field erected.
- 7.3. Village broadband survey completed.
- 7.4. Flooding – matter resolved.
- 7.5. Garden Refuse Collection service has been withdrawn due to lack of funds.

8 PLANNING

Refer to Appendix B.

9 HIGHWAYS

Nothing to report.

10 VILLAGE PLAN

The Chairman reported that the Steering Group would meet on 13/09/10 at 20.00.

11 CORRESPONDENCE RECEIVED

The Clerk reported on correspondence received.

12 ACCOUNTS

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

12.2. Approval of the accounts to 31/03/10 for submission to Audit was deferred to the next meeting, in order for certain items to be clarified with Karen Baker.

It was agreed that in future the accounts must be presented to the May meeting for approval.

12.3. Consideration of the amount paid to Village Hall Committee was deferred.

ACTION: SA to liaise with VHC to obtain accounts,

13 DATE AND TIME OF THE NEXT MEETING

The following previously agreed schedule of dates for the year 2010/2011 was reduced to:

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

14 ANY OTHER BUSINESS

There being no further business the meeting closed.

Chairman _____ Date _____

toppesfield-pc-m-060910.doc

ACTION SUMMARY

FC to re-visit installation of playing field gate.
FL to investigate the feasibility of providing water to the allotments. It was suggested that old stand pipe may already exist on the site.
PM to contact BDC regarding Green Heart Campaign
PM Glass gift to the value of £100 be purchased for VT.
SA to order green salt bins a cost of £146 + Vat (£135.00 for 2-4)
SA to grass area outside PO / Shop erect two wooden posts / bollards to prevent parking.
SA to liaise with VHC to obtain accounts,
SA to erect "No Kite Flying" sign on playing field gate, before Village Fete.
SA & SS to obtain quotes to repair play equipment.
?? Rons Bench to be refurbished.

APPENDIX A

ACCOUNTS 6 SEPTEMBER 2010

	£	£
National Savings Deposit account:		
Balance as at 02-03-10	2,498.26	
Balance from 07/06/10		9,158.27
Cheques received:		
Newsletter adverts		96.00
HMRC – VAT refund		1,992.02

Subtotal:		11,246.29
Payments to be approved:		
101237 Marshall Whittaker – clerks fees & expenses		629.44
101238 Karen Baker – Audit preparation, etc (180.00 not approved)		0.00
101239 VOID		0.00
101240 BALC – subscription		18.00
101241 Clerks & Councils Direct		11.00
101242 Paul Clark Printing Ltd		575.50

Balance	2,498.26	9,832.34
	=====	=====

toppesfield-pc-accounts-060910(2).doc

APPENDIX B**PLANNING REPORT****26/07/10:**

Case No: 10/01017/FUL **Date Valid:** 21/07/2010
Grid Ref: 573465 E 237275 N **Consultation Expiry:** 19/08/2010

Proposal: Extension to and change of use of three existing barns from agricultural use to form three residential dwellings, demolition of remaining modern farm buildings and landscaping of the site, together with Listed Building Consent to convert two curtilage listed barns to residential use

Applicant: Berwick Hall Farm Limited **Agent:** Januarys Consultant

Location: Berwick Hall Farm Park Lane **Agents Address:** Mr Paul Belton York
House 7

Toppesfield Halstead Essex CO9 4DQ Dukes Court 54-62
Newmarket Road
Cambridge CB5 8DZ

Case No: 10/01018/LBC **Date Valid:** 21/07/2010
Grid Ref: 573465 E 237275 N **Consultation Expiry:** 18/08/2010

Proposal: Extension to and change of use of three existing barns from agricultural use to form three residential dwellings, demolition of remaining modern farm buildings and landscaping of the site, together with Listed Building Consent to convert two curtilage listed barns to residential use

Applicant: Berwick Hall Farm Limited **Agent:** Januarys Consultant

Location: Berwick Hall Farm Park Lane **Agents Address:** Mr Paul Belton York
House 7

Toppesfield Halstead Essex CO9 4DQ Dukes Court 54-62
Newmarket Road
Cambridge CB5 8DZ

Case No: 10/00984/FUL **Date Valid:** 20/07/2010
Grid Ref: 574574 E 237109 N **Consultation Expiry:** 17/08/2010

Proposal: Erection of agricultural building for housing of cattle

Applicant: Mr Will Ketley **Agent:** NO AGENT

Location: Toppesfield Hall Great Yeldham **Agents Address:** NO AGENT
Road Toppesfield Halstead
Essex CO9 4LS

Case No: 10/00969/FUL **Date Valid:** 21/07/2010
Grid Ref: 574763 E 237282 N **Consultation Expiry:** 18/08/2010

Proposal: Change of use of garage to fitness studio with two new windows on side elevation and two open bays to be glazed

Applicant: Mrs Jane Daines **Agent:** NO AGENT

Location: Meads Farm House Great **Agents Address:** NO AGENT
Yeldham Road Toppesfield
Halstead Essex CO9 4LS

09/08/10:

Case No: 10/01100/FUL **Date Valid:** 05/08/2010
Grid Ref: 573754 E 237446 N **Consultation Expiry:** 02/09/2010

Proposal: Insertion of two replacement windows on north elevation and creation of two dormer windows in roof on south elevation. Demolition of existing porch and

erection of new porch

Applicant: Mr & Mrs Clark
Associates

Agent: Tricker Blackie

Location: The Old Rectory Park Lane
Toppesfield Halstead Essex CO9
4DQ

Agents Address: 51 Station Road Sudbury
Suffolk CO10 2SP

Case No: 10/01101/LBC

Date Valid: 05/08/2010

Grid Ref: 573754 E 237446 N

Consultation Expiry: 02/09/2010

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

Applicant: Mr & Mrs Clark
Associates

Agent: Tricker Blackie

Location: The Old Rectory Park Lane
Toppesfield Halstead Essex CO9
4DQ

Agents Address: 51 Station Road Sudbury
Suffolk CO10 2SP

23/08/10:

Case No: 10/01154/FUL

Date Valid: 18/08/2010

Grid Ref: 572655 E 235666 N

Consultation Expiry: 15/09/2010

Proposal: Change of use from existing Meeting Hall/Place of Worship (D2 use) to General Offices (B1a use)

Applicant: Mr Martin Watson

Agent: CBS Cumbers MCIAT

Location: Mission Hall Gainsford End
Toppesfield Halstead Essex CO9
4EG

Agents Address: Mr Chris Cumbers 59
Tenterfield Road Maldon
Essex CM9 5EN

31/08/10:

Application No.: 10/00969/FUL

Application GRANTED

Decision Level: Delegated

Applicant: Mrs Jane Daines

Decision Date: 23/08/2010

Description: Change of use of garage to fitness studio with two new windows on side elevation and two open bays to be glazed

Address: Meads Farm House Great Yeldham Road Toppesfield Halstead Essex
CO9 4LS

06/09/10:

Case No: 10/01219/FUL

Date Valid: 01/09/2010

Grid Ref: 572633 E 235712 N

Consultation Expiry: 29/09/2010

Proposal: Erection of replacement garage

Applicant: Mr Clarke

Agent: Broadoak Design & Build

Location: Providence Cottage Gainsford
Studio

Agents Address: Mr Gary Sutton The

End Toppesfield Halstead Essex

South Barn Bacon End

Great

CO9 4EG

Dunmow Essex CM6

1JW

Case No: 10/01220/LBC
Grid Ref: 572633 E 235712 N
Proposal: Erection of replacement garage
Applicant: Mr Clarke
Location: Providence Cottage Gainsford Studio
End Toppesfield Halstead Essex
Great
CO9 4EG
1JW

Date Valid: 01/09/2010
Consultation Expiry: 29/09/2010

Agent: Broadoak Design & Build
Agents Address: Mr Gary Sutton The
South Barn Bacon End
Dunmow Essex CM6