



Toppesfield Parish Council

Chairman Mr Alan Collard

Clerk to the Council: Kaaren Berry
Tel: 01787 238217
Mobile: 07788955038

Email: kaaren.berry@kaaren.co.uk
2 Gunces Farm Cottages, Stambourne Road
Great Yeldham, Halstead, Essex CO9 4RB

www.essexinfo.net/toppesfield-parish-council/

3rd January 2020

To: Members of Toppesfield Parish Council

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

Thursday 9th January 2020 at 7.30pm at **Toppesfield Village Hall** for the purpose of transacting the business according to the below Agenda.

Kaaren Berry

Kaaren Berry
Clerk to Toppesfield Parish Council

AGENDA

20/1. Attendance and Apologies for absence

20/2. 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).]

20/3. Open Session – opportunity for members of the Parish to address the Parish Council.

20/4. Minutes of the last Parish Council Meeting

(previously circulated)

20/5. Matters Arising not on the agenda – for report only

20/6. Actions from previous meeting:

- 20/6.1 Councillor Neale to enquire about the repair required to the telephone box door at Gainsford End.
- 20/6.2 Councillor Rob Stafford-Baker to seek quotes to repair the village gate on the Great Yeldham Road
- 20/6.3 Councillors Collard, Page, Smith and Stafford-Baker to look at environmental projects.

20/7. Internal Practices and management for the Parish Council:

- 20/7.1 Neighbourhood Plan – update (BP)
- 20/7.2 Braintree District Council – Open Space Action Plan to be updated (KB)
- 20/7.3 Discussion on environmental issues: update re Trees, Charging points, Refilling centre and Community electricity

20/8. Correspondence Received:

- 20/8.1 EALC Legal and County Updates, Essex County Council Highways Highlights, RCCE Essex Warbler – circulated to all Councillors prior to meeting.
- 20/8.2 Sunshine Gym trade brochure received.

- 20/8.3 Essex County Council – Fostering in Essex – raising awareness of the need for foster carers – more information on fostering can be found at www.essexadoptionandfostering.co.uk/fostering
- 20/8.4 Essex County Council - Transport Representative Meetings March 2020 – Dates and agenda received, attendance to be confirmed at any meeting by 3rd February 2020.
- 20/8.5 Braintree District Council – Open Space Action Plan 2020 – amendments to be submitted by 20th January 2020.
- 20/8.6 Braintree District Council - Community Cohesion and reducing loneliness in the Braintree district survey to be submitted by 17th January 2020.
- 20/8.7 Braintree District Council's Corporate Strategy 2020-2024 – draft document received and comments to be submitted by 17th January 2020.
- 20/8.8 Letter received re unregistered pond at Gainsford End.

20/9. Financial Accounts:

- 20/9.1 To receive the Clerk's Report indicating receipts and payments requiring approval
- 20/9.2 Budget for 2020/2021 to be discussed and approved (KB)

20/10. Highways:

- 20/10.1 School Parking (BP)
- 20/10.2 Temporary Traffic Regulation Order of Stambourne Road, Toppesfield. Please see <https://one.network/?tm=115885277> to find details of the intended closure of Stambourne Road, due to commence on 15th January 2020 for 21 days. The closure is required for the safety of the public and workforce while County Broadband LTD undertakes fibre broadband installation.
- 20/10.3 Temporary Traffic Regulation Order of Chapel End Way, Mill Road, Church Road, Stambourne Please see <https://one.network/?tm=115889303> to find details of the intended closure of Chapel End Way, Mill Road, Church Road, due to commence on 24th January 2020 for 21 days. The closure is required for the safety of the public and workforce while County Broadband LTD undertakes fibre network installation.
- 20/10.4 Reference Number: 2642372, Church Lane, Toppesfield, Verge defects - inspection outcome - The location will be regularly monitored through scheduled inspections and we may take action in the future if there has been significant deterioration.

20/11. Planning:

- 20/11.1 Planning application 17/01863/OUT

20/12. Toppesfield Village Hall

- 20/12.1 Update from Village Hall Management Committee (AC)

20/13. Playing Fields & The Dick Ruggles Pavilion

- 20/13.1 Strategy for playing field projects and funding (RSB)
- 20/13.2 Positioning of the refurbished park bench and purchasing of a brass plaque for the new bench (BP)

20/14. Events

- 20/14.1 Christmas event 2019 – Feedback

20/15. Communications

20/16. Information exchange / Parish Surgery / Items for the next agenda

20/17. Date of the next meeting:

The next Parish Council Meeting is proposed to be held on 6th February 2020 at 7.30pm at Toppesfield Village Hall.

20/18. Close