



Toppesfield Parish Council

Chairman Mr Alan Collard

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26th March 2021

To: Members of Toppesfield Parish Council

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

Thursday 1st April 2021 at 7.30pm via Google Meet for the purpose of transacting the business according to the below Agenda.

Kaaren Berry

Kaaren Berry
Clerk to Toppesfield Parish Council

AGENDA

21/48. Attendance and Apologies for absence

21/49. 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).]

21/50. Open Session – opportunity for members of the Parish to address the Parish Council.

21/51. Minutes of the last Parish Council Meeting
(previously circulated)

21/52. Matters Arising not on the agenda – for report only

21/53. Actions from previous meeting:

- 21/53.1 Councillor Collard to write to Nigel Meeks.
- 21/53.2 Councillor Page to update Councillors Watson and Mackman on progress of the Neighbourhood plan.
- 21/53.3 Councillor Chinery to confirm booking with the village hall for the Neighbourhood Plan public meeting.
- 21/53.4 Councillor Collard to circulate to all councillors the figures and narrative regarding the barn project.
- 21/53.5 Councillor Watson to draft ideas for a policy on Environment and Ecology for the parish council.
- 21/53.6 Clerk to contact Braintree District Council for equipment for a litter pick and arrange a rubbish collection.
- 21/53.7 Councillors to look at possible structures of setting up a charity/fund for the benefit of the parish.
- 21/53.8 Clerk to write to Royal Mail regarding the closure of Gainsford End post box.
- 21/53.9 Clerk to contact Highways regarding the possibility of road narrows signage at Cust Hall bridge.
- 21/53.10 Clerk to contact Highways regarding the condition of Mallows Lane.

21/54. Internal Practices and management for the Parish Council:

21/54.1 Neighbourhood Plan Update and drop-in meeting/display (BP)

21/54.2 Updates from

- Project Working Group including update and discussion about Green Man barn; and
- Environment working group (ACo)

21/55. Correspondence Received:

21/55.1 EALC Legal and County Updates, Essex County Council Highways Highlights, RCCE Essex Warbler – circulated to all Councillors prior to meeting.

21/55.2 Stop Stanstead Expansion – latest update letter received. this has been placed on the parish website for information. Please note it is addressed to Dear Supporter, however the parish council as a body has not registered its support.

21/55.3 East Anglia's Children's Hospices – Spring/Summer Edition of Footprints received – update on their ongoing works.

21/55.4 Essex Minerals Local Plan Review Consultation - The Minerals Local Plan 2014 (Draft Proposed Amendments). Public Consultation: 18 March to 29 April 2021

21/55.5 Braintree District Council Amenity Vehicle Hire

21/55.6 Bramford to Twinstead network reinforcement: start of public consultation. The non-statutory consultation will be held for six weeks between 25 March 2021 and 6 May 2021. Details circulated to councillors prior to the meeting.

21/55.7 Request from cricket club for permission to install an all-weather cricket surface at the playing field. It would be located in the NE corner of the field. They also requested the council to consider, in due course, some financial support.

21/55.8 Suggestion from parishioner that village event be held in the summer to mark lifting of covid restrictions

21/56. Financial Accounts:

21/56.1 To receive the Clerk's Report indicating receipts and payments requiring approval (KB)

21/56.2 Consideration to renew the Grounds Maintenance for 2021/2022 (KB)

21/56.3 Consideration to renew the Street Cleansing Agreement 2021/22 (KB)

21/56.4 Inspection of play areas are due in May 2021 – consideration to instruct these to be carried out and the possible purchase of a personalised template to document regular checks (KB)

21/57. Highways:

21/57.1 Road Traffic Regulation Act 1984 – Section 14(1) - Temporary Traffic Regulation Order of Leather Lane, Little Yeldham Road, School Road, North End Road, Hall Green, Sudbury Road, Lower Houses, Bulmer Street, Great Yeldham. This link <https://one.network/?tm=120742893> shows details of the intended closure of Leather Lane, Little Yeldham Road, School Road, North End Road, Hall Green, Sudbury Road, Lower Houses, Bulmer Street, due to commence on 22nd June 2021 for 10 days. The closure is required for the safety of the public and workforce while Essex County Council undertakes 2021/22 surface dressing programme.

21/57.2 Park Lane Car Park – update and car park project

21/57.3 Mallows Lane – update on progress of report to Highways – Reference no 2646896

21/57.4 Request received from a resident for a Dog Waste Bin along Church Lane

21/57.5 Church lane road surface – there have been repeated reports/complaints regarding the state of the road surface. Can the parish council support these complaints to progress any response from Essex County Council.

21/58. Planning:

| Application No: | Description | Address | Action |
|------------------------|--|---|---|
| 21/00574/OUT | Outline planning permission with all matters reserved apart from access for the demolition of redundant place of worship, and erection of 1 No. detached dwelling. | Mission Hall, Gainsford End, Toppesfield CO9 4EG | Comments to Braintree District Council by 13 th April 2021 |
| 21/00657/FUL | Retrospective consent for change of use of land from agricultural use to equine use. | 15 Church Lane Toppesfield CO9 4DS | Comments to Braintree District Council by 20 th April 2021 |
| 21/00762/HH | Erection of single story rear extension including upgrade of drainage and sewage treatment plant. | Toppesfield Hall, Great Yeldham Road, Toppesfield CO9 4LS | Comments to Braintree District Council by 20 th April 2021 |

21/59. Communications:**21/60. Playing Fields & The Dick Ruggles Pavilion****21/61. Information exchange / Items for the next agenda****21/62. Date of the next meeting:**

The next Parish Council Meeting is scheduled to be held on 6th May 2021 at 7.30pm – this will be held virtually.

21/63. Close