



# Toppesfield Parish Council

Chairman Mr Alan Collard

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<https://e-voice.org.uk/toppesfield-parish-council>

8<sup>th</sup> May 2020

To: Members of Toppesfield Parish Council

You are hereby summoned to attend the Annual Parish Council meeting of Toppesfield Parish Council to be held on **Thursday 14<sup>th</sup> May 2020 at 7.30pm via ZOOM** for the purpose of transacting the business according to the below Agenda.

*Kaaren Berry*

Kaaren Berry  
Clerk to Toppesfield Parish Council

## **AGENDA**

**20/73. Election of Chair and Vice-Chair for 2020-2021.**

**20/74. Attendance and Apologies for absence**

**20/75. 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).]*

**20/76. Open Session – opportunity for members of the Parish to address the Parish Council.**

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**20/77. Minutes of the last Parish Council Meeting**  
*(previously circulated)*

**20/78. Matters Arising not on the agenda – for report only**

**20/79. Actions from previous meeting:**

20/79.1 Councillor Collard to write to the village hall committee.

20/79.2 Councillors with signing powers are to contact the bank directly to sign themselves up for electronic banking.

20/79.3 Councillor Stafford-Baker to look at costings for bench near Hill Farm and a bench for Gainsford End playing field.

20/79.4 Councillor Stafford-Baker to speak to the church wardens regarding the proposed bench for the Church yard.

20/79.5 Clerk to progress the changeover of electricity suppliers.

**20/80. Internal Practices and management for the Parish Council:**

20/80.1 Toppesfield Parish Council code of conduct (ACO/KB)

20/80.2 Annual Parish Meeting – discussion whether to postpone until later in the year or hold over until next year.

**20/81. Correspondence Received:**

- 20/81.1 EALC Legal and County Updates, Essex County Council Highways Highlights, RCCE Essex Warbler – circulated to all Councillors prior to meeting.
- 20/81.2 Braintree District Council – Spring and Autumn Rural Verge Cutting – one year trial of dispensing with the Spring cut to verges in the central part of the District.
- 20/81.3 Walking in Essex (<https://www.walkinginengland.co.uk/essex>) - request to link to the Parish Website. The site has hundreds of FREE walks to download and has details of books, maps and walking groups in the county.

**20/82. Financial Accounts:**

- 20/82.1 To receive the Clerk's Report indicating receipts and payments requiring approval (KB)

**20/83. Highways:**

- 20/83.1 Report of a continued unoccupied Greenfield Housing Association Bungalow in Toppesfield (BP)
- 20/83.2 Stambourne Road, Reference 2663022 – condition of the road surface (KB)
- 20/83.3 Finchingfield Bridge - Essential bridge repairs planned for August 2020. The works are expected to take 11 days to complete with the support of a full road closure (closed 24 hours a day, 7 days a week) from Monday 17 August to Thursday 27 August 2020.

**20/84. Planning:**

**20/85. Playing Fields & The Dick Ruggles Pavilion**

**20/86. Communications**

- 20/86.1 Website update (KB)

**20/87. Information exchange / Parish Surgery / Items for the next agenda**

**20/88. Date of the next meeting:**

The next Parish Council Meeting is proposed to be held on 4<sup>th</sup> June 2020 at 7.30pm – this may be via zoom or at Toppesfield Village Hall depending on government advice at the time.

**20/89. Close**