



Toppesfield Parish Council

Chairman Mr Chris Neale

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24th February 2023

To: Members of Toppesfield Parish Council

You are hereby summoned to attend the Parish Council meeting of Toppesfield Parish Council to be held on **Thursday 2nd March 2023 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

23/44. Attendance and Apologies for absence

23/45. 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).]

23/46. Open Session – opportunity for members of the Parish to address the Parish Council.

23/47. Minutes of the last Parish Council Meeting

(Previously circulated)

23/48. Matters Arising not on the agenda – for report only

23/49. Actions from previous meeting:

23/49.1 Cllr Neale to progress repairs to the basketball hoop at Toppesfield playing field.

23/49.2 Cllr Neale to arrange the informal strategy working group meeting.

23/49.3 Cllr Collard to arrange the village groups meeting – look at dates for end January/beginning of February.

23/49.4 Cllr Neale to arrange a meeting with the RCCE, Paul Munson, David Oxman, Cllr Collard and Cllr Neale to respond to concerns raised regarding the joint Neighbourhood Plan.

23/49.5 Cllr Neale to purchase 2 sets of lights for the Christmas Tree, outdoor lights for the Pump and baubles for the Christmas tree.

23/49.6 Cllr Bourlet to write a volunteers section for the newsletter.

23/49.7 Cllr Smith to speak to the Head of St Margaret's School if the school hall could be used as a warm space and if pupils could play board games with those that attend.

23/49.8 Cllr Neale to speak to The Green Man to see if they would be willing to open the pub as a warm space and provide soup and a roll.

23/49.9 Cllr Neale to confirm a date for a training session to Raise Awareness of 1st Aid and use of a Defibrillator.

23/49.10 Clerk to do an article for the newsletter seeking volunteers to organise a Street Party on the 7th May 2023 to celebrate the Kings Coronation.

23/49.11 Clerk to enquire with Braintree District Council if they can supply litter picking equipment for the 11th March.

23/50. Internal Practices and management for the Parish Council:

23/50.1 Neighbourhood Plan & Joint Neighbourhood Plan update (CN/AC)

23/50.2 Update on proposed village Charity (AC)

23/50.3 Wethersfield Airfield proposed development update (TR)

23/50.4 Park Lane Car Park – was there any feedback from the interested party to purchase the car park (AC)

23/50.5 Organise the waste collection lorry for Toppesfield and Gainsford End from Braintree DC as per summer 2021 (AC)

23/50.6 Annual Parish Meeting - arrangements for meeting on 27th April 2023.

23/51. Correspondence Received:

23/51.1 EALC Legal & County Updates, Essex County Council Highways Highlights, RCCE Essex Warbler – circulated to all Councillors prior to meeting.

23/51.2 20's Plenty for Us – would Toppesfield Parish Council be interested in taking part in the Campaign more information can be found at: <https://www.20splenty.org/>

23/51.3 Solar Farm Wixoe, Cllr D Garrod Bumpstead Ward

23/51.4 Offer received of used playground equipment – would the parish council be interested in this.

23/52. Financial Accounts:

23/52.1 To receive the Clerk's Report indicating receipts and payments requiring approval (KB)

23/52.2 Bank Mandate – addition of signatories to the bank account required (KB)

23/53. Highways:

23/53.1 Parking around the Pump (KB)

23/54. Planning:

Application No:	Description	Address	Action
23/00337/FUL	Demolition of garage and erection of 1 No. 2 bedroom dwelling.	Church Farm Barn Church Lane Toppesfield CO9 4DR	Comments to be made to Braintree District Council by 21 March 2023

23/55. Communications:

23/55.1 Newsletter – comments received and could the newsletter be emailed to residents rather than printed copies (KB)

23/56. Information exchange / Items for the next agenda

23/57. Date of the next meeting:

The next Parish Council Meeting is scheduled to be held on 6th April 2023 at 7.30pm at Toppesfield Village Hall.

23/58. Close