



Toppesfield Parish Council

Chair Kitty Bourlet

Clerk to the Council: Kaaren Berry
Mobile: 07341264219

Email: clerk.toppesfieldparishcouncil@gmail.com
C/O The Village Hall, Church Lane, Toppesfield,
Essex, CO9 4DR

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

To: Members of Toppesfield Parish Council

You are hereby summoned to attend the Parish Council meeting of Toppesfield Parish Council to be held on **Monday 23rd June 2025 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
17th June 2025

AGENDA

25/106. Attendance and Apologies for absence

25/106.1 To accept apologies from members of the council

25/107. 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).]

25/108. Open Session – *opportunity for members of the Parish to address the Parish Council.*

25/109. Financial Matters:

25/109.1 To consider the internal auditors report and determine actions.

25/109.2 Accounts for year 2024/25.

To approve the accounts, complete and sign the Annual Return, for the year ending 31 March 2025.

The Chairman and Responsible Financial Officer/Clerk to sign:

- Annual Governance Statement.
- Accounting Statements.

25/110. Date of the next meeting:

The next Parish Council Meeting is scheduled to be held on 3rd July 2025 at 7.30pm at Toppesfield Village Hall.

25/111. Close