



# Toppesfield Parish Council

Chairman Mr Alan Collard

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

31<sup>st</sup> May 2020

To: Members of Toppesfield Parish Council

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

**Thursday 4<sup>th</sup> June 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**

**20/90. Attendance and Apologies for absence**

**20/91. 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).]*

**20/92. Open Session** – opportunity for members of the Parish to address the Parish Council.

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**20/93. Minutes of the last Parish Council Meeting**  
*(previously circulated)*

**20/94. Matters Arising not on the agenda – for report only**

**20/95. Actions from previous meeting:**

20/95.1 Councillor Collard to write to the village hall committee.

20/95.2 Councillors with signing powers are to contact the bank directly to sign themselves up for electronic banking.

20/95.3 All information regarding bench costings and potential memorial benches to be presented at the next meeting

**20/96. Internal Practices and management for the Parish Council:**

20/96.1 Toppesfield and Gainsford End Response Group update (BP)

20/96.2 Neighbourhood Plan Update (BP)

**20/97. Correspondence Received:**

- 20/97.1 EALC Legal and County Updates, Essex County Council Highways Highlights, RCCE Essex Warbler – circulated to all Councillors prior to meeting.
- 20/97.2 EALC - Community Initiative Fund Launch 2020/21 – information circulated all Councillors.
- 20/97.3 Mark Jackson Planning have on behalf of my clients submitted a full application for two cottages at the rear of Church Farm Barn, Church Lane, to replace the grain store. Parish Council meeting 5<sup>th</sup> March 2020 minutes - the reference number given in the first paragraph of open session should be 19/01435/OUT not 15/01435/OUT.

**20/98. Financial Accounts:**

- 20/98.1 To receive the Clerk's Report indicating receipts and payments requiring approval (KB)

**20/99. Highways:**

- 20/99.1 Report of a continued unoccupied Greenfield Housing Association Bungalow in Toppesfield (BP)
- 20/99.2 ROAD TRAFFIC REGULATION ACT 1984 - SECTION 14(1) - Temporary Traffic Regulation Order of Gainsford End Road, Toppesfield. Please see <https://one.network/?tm=116507210> to find details of the intended closure of Gainsford End Road, due to commence on 15th June 2020 for 82 days. The closure is required for the safety of the public and workforce while Essex County Council undertakes bridge replacement works.

**20/100. Planning:**

Application No:	Description	Address	Action
: 20/00768/HH	Erection of a 6m square single storey Cart Lodge	Orchard House, Mallows Lane, Gainsford End CO9 4EH	Comments to Braintree District Council by 18 <sup>th</sup> June 2020

**20/101. Playing Fields & The Dick Ruggles Pavilion**

- 20/101.1 Gainsford End playing field equipment update (BP)

**20/102. Communications**

- 20/102.1 Website (KB)

**20/103. Information exchange / Parish Surgery / Items for the next agenda****20/104. Date of the next meeting:**

The next Parish Council Meeting is proposed to be held on 2<sup>th</sup> July 2020 at 7.30pm – this may be via zoom or at Toppesfield Village Hall depending on government advice at the time.

**20/105. Close**