



Toppesfield Parish Council

Chairman Mr Alan Collard

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28th February 2020

To: Members of Toppesfield Parish Council

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

Thursday 5th March 2020 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

20/37. Attendance and Apologies for absence

20/38. 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).]

20/39. Open Session – opportunity for members of the Parish to address the Parish Council.

20/40. Minutes of the last Parish Council Meeting

(previously circulated)

20/41. Matters Arising not on the agenda – for report only

20/42. Actions from previous meeting:

20/42.1 Councillor Page to update on enquiry to Highways regarding the legality of the signs on village gates.

20/42.2 Clerk to draft a format for the Annual Parish Meeting and circulate to all Councillors for comment.

20/43. Internal Practices and management for the Parish Council:

20/43.1 Neighbourhood Plan – update (BP)

20/43.2 Discussion on environmental issues: update re Trees, Charging points, Refilling centre and Community electricity

20/43.3 Tree planting – place for trees planted have been located. Discussion on moving the project forward and the sourcing/purchasing of the trees ready to plant in November/December 2020 (BP)

20/43.4 Update on repairing Gainsford End Telephone Box door (RSB)

20/43.5 Annual Parish Meeting – confirmation of date and format of meeting to be discussed (KB)

20/43.6 Proposal to establish an Environment & Ecology Group (ACO)

20/43.7 Spring Litter Pick - discussion if this should be carried out this year and if so date to be agreed (ACO)

20/44. Correspondence Received:

- 20/44.1 EALC Legal and County Updates, Essex County Council Highways Highlights, RCCE Essex Warbler – circulated to all Councillors prior to meeting.
- 20/44.2 Nominations are now officially open for the Braintree District Volunteer Awards. There are several awards up for grabs, including: Inspirational Role Model, Long Service, Going the Extra Mile and Volunteering Group. Residents can nominate now by filling out the form online at www.braintree.gov.uk/volunteerawards or by calling 01376 552525 to receive a paper version. The closing date for receiving nomination forms is 5pm on Friday 1st May. Nominations will be considered by a panel of judges
- 20/44.3 EALC – Velo Essex – Cycling event on 20 September 2020.
- 20/44.4 Responses from Essex County Council re concerns raised regarding the recent County Broad Band works in the parish.
- 20/44.5 Braintree District Council - New tourism website launch - Braintree District Council have officially launched their new Visit Braintree District tourism website, capturing what our unique and attractive district has to offer. From visitor attractions, independent shops to local events and things to do, you'll be able to find it all under one roof. You can view the website at: www.visitbraintreedistrict.co.uk.
- 20/44.6 Enquiry regarding the works to the Cherry trees along The Causeway and are these ones being removed going to be replaced.
- 20/44.7 Essex County Fire and Rescue Service - Before they publish their final Integrated Risk Management Plan (IRMP) for 2020-2024. Residents have the opportunity to make further comments or suggestions. The consultation will run until Tuesday 17 March. To see the draft and have your say, visit: www.essex-fire.gov.uk/irmp
- 20/44.8 PC Craig Wheeler – update on what's been happening in the District received.
- 20/44.9 RCCE – Essex Village of the Year competition 2020 – closing date is 24th April 2020.
- 20/44.10 Essex Rural Partnership – Have your say on the future of rural Essex. Consultation open until 30th March 2020. Please visit <https://consultations.essex.gov.uk/rci/essex-rural-strategy-2020-consultation/> for more information.

20/45. Financial Accounts:

- 20/45.1 To receive the Clerk's Report indicating receipts and payments requiring approval (KB)
- 20/45.2 Electronic payments (KB)
- 20/45.3 Grant request from Toppesfield & Gainsford end Allotments Society
- 20/45.4 Renewal quotes for the electricity supply to the pavilion (KB)
- 20/45.5 VE Day celebrations – cost estimates received (ACO)
- 20/45.6 End of year accounts and independent check (KB)

20/46. Highways:

- 20/46.1 Cust Hall Bridge, Toppesfield (AC)
- 20/46.2 Temporary Traffic Regulation Order of Stambourne Road, Toppesfield. Please see the following link <https://one.network/?tm=116447985> to find details of the intended closure of Stambourne Road, due to commence on 25th May 2020 for 12 days. The closure is required for the safety of the public and workforce while County Broadband LTD undertakes installation of fibre broadband.

20/47. Benches within the parish:

- 20/47.1 Bench near Hill Farm: What if anything should we do with this? (ACO)
- 20/47.2 Bench in churchyard: Request to provide funds for its replacement. (ACO)
- 20/47.3 Dick Ruggles bench could this be relocated to outside the Dick Ruggles pavilion and removal of the concrete base. (BP)

20/48. Planning:

20/49. Toppesfield Village Hall

- 20/49.1 Update from Village Hall Management Committee (AC)

20/50. Playing Fields & The Dick Ruggles Pavilion

20/50.1 Update on Gainsford End playing field project – (RSB)

20/50.2 Possible removal of the large old metal roller in the south east corner of the playing field (BP)

20/50.3 Tidying up the south east corner of the playing field. Removal of tree stumps and concrete and re grass seed (BP)

20/50.4 Discuss having a work party day in the Park. Pavilion to be painted, trees and bushes to be tidied up, ditch cleared and possible BBQ afterwards.

20/51. Events

20/51.1 VE Day Celebrations (ACO)

20/52. Communications

20/52.1 Broadband Update (CN)

20/52.2 Website update (KB)

20/53. Information exchange / Parish Surgery / Items for the next agenda

20/54. Date of the next meeting:

The next Parish Council Meeting is proposed to be held on 1st April 2020 at 7.30pm at Toppesfield Village Hall.

20/55. Close