



Toppesfield Parish Council

Chairman Mr Chris Neale

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31st March 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 6th April 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

23/59. Attendance and Apologies for absence

23/60. 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).]

23/61. Open Session – opportunity for members of the Parish to address the Parish Council.

23/62. Minutes of the last Parish Council Meeting

(Previously circulated)

23/63. Matters Arising not on the agenda – for report only

23/64. Actions from previous meeting:

- 23/64.1 Cllr Neale to update on condition of basketball hoop.
- 23/64.2 Cllr Neale to arrange the informal strategy working group meeting.
- 23/64.3 Cllr Neale to confirm a date for a training session to Raise Awareness of 1st Aid.
- 23/64.4 Clerk to arrange for a waste collection lorry to attend the parish at the end of June.
- 23/64.5 Clerk to invite the village groups to the Annual Parish Meeting.
- 23/64.6 Cllr Neale to follow up on the offer of play equipment.

23/65. Internal Practices and management for the Parish Council:

- 23/65.1 Neighbourhood Plan update (CN/AC)
- 23/65.2 Update on proposed village Charity (AC)
- 23/65.3 Wethersfield Airfield and Asylum centre update (TR)
- 23/65.4 Plan to reduce the amount of dog fouling around the parish (CO)
- 23/65.5 RoSPA inspection planned for May 2023 (KB)
- 23/65.6 Proposal to change the lock to the parish office door and request for a key to the village hall (AC/KB)

23/65.7 Annual Parish Meeting arrangements (KB)
23/65.8 Car Park - Proposal to sell rear part of the car park (AC)
23/65.9 Coronation Celebrations

23/66. Correspondence Received:

- 23/66.1 EALC Legal & County Updates, Essex County Council Highways Highlights, RCCE Essex Warbler – circulated to all Councillors prior to meeting.
- 23/66.2 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/>
- 23/66.3 Request from Toppesfield Cricket Club to place two or three IBC's to capture rainwater from the pavilion roof. These will be housed in by black lap fencing approx. four feet high. The project will be funded by the cricket club.
- 23/66.4 The Local Government Boundary Commission – A consultation on division boundaries for Essex County Council has begun. There is a 10-week public consultation period inviting proposals for new council divisions and division boundaries for Essex County Council. This consultation period ends on 5 June 2023. Please see the following link for more details, [Essex | LGBCE](#)

23/67. Financial Accounts:

- 23/67.1 To receive the Clerk's Report indicating receipts and payments requiring approval (KB)
- 23/67.2 Request for financial assistance from St Margarets School for help towards installing a toilet in the school hall and upgrading lighting in order to reduce energy costs (KB)

23/68. Highways:

- 23/68.1 Road Traffic Regulation ACT 1984 – Section 14(1). Temporary Traffic Regulation Order of Temporary Traffic Regulation Order of Toppesfield Road, Great Yeldham. Please see <https://one.network/?tm=132344683> to find details of the intended closure of Toppesfield Road, due to commence on 11th April 2023 for 4 days. The closure is required for the safety of the public and workforce while Anglian Water undertakes installation.

23/69. Planning:

Application No:	Description	Address	Action
23/00502/OUT	Outline Planning Permission for the construction of 1 No. dwelling with garage/carport with permission sought for Access, Appearance, Layout & scale with Landscaping reserved.	Part OS 6961 Rear Of Mission Hall Gainsford End Toppesfield Essex	Parish council to make comments to Braintree District Council by 8 April 2023

23/70. Coronation Plans to mark the event, including the purchase of commemorative mugs for the children of the parish.

23/71. Communications:

23/72. Information exchange / Items for the next agenda

23/73. Date of the next meeting:

The next Parish Council Meeting is scheduled to be held on 18th May 2023 at 7.30pm at Toppesfield Village Hall.

23/74. Close