



# Toppesfield Parish Council



## Minutes of the Meeting held on Thursday 6<sup>th</sup> February 2014 At The Village Hall, Toppesfield at 8.00pm

### 14/19. Attendance and Apologies for Absence:

#### The following Councillors were in attendance:

Councillor Andrew Bull – Vice Chairman  
Councillor Alan Collard  
Councillor Sally Croft

#### Also in attendance:

Kaaren Berry – Clerk to the Parish Council  
3 members of the public was present

#### Apologies were received from

Councillor Peter Moore  
Councillor David Bagnall  
Councillor Shaun Sheldrake  
Councillor Clare Thompson.

### 14/20. Declaration of Members Interest on Agenda items:

No Declarations of Interests were made at this time.

### 14/21. Open Session for members of the Parish to address the Parish Council:

It was questioned who was responsible for the mud track / grassed area in front of the houses along The Causeway and who is responsible for the maintenance of the access road to the houses. A parishioner has approached Highways by telephone but needs to enquire via email. Councillor Bull confirmed that the Parish Council are working with Essex County Council on a project to put a path along the road side of this area so Highways would also need to be approached regarding the access roads. Kaaren Berry to contact Highways as to who owns the land and responsibilities.

**Councillor Bull declared the meeting closed at this point as the parish council was not quorate and all matters to be held over to the next meeting on the 6<sup>th</sup> March 2014.**

### 14/35. Close:

The meeting was closed at 8.25pm

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Chairman

.....  
Date

### Action Summary:

**Kaaren Berry to contact Essex County Council as to who owns the land along The Causeway between the houses and the road.**