



Toppesfield Parish Council

Chairman Mr Alan Collard

Clerk to the Council: Kaaren Berry
Tel: 01787 238217
Mobile: 07788955038

Email: kaaren.berry@kaaren.co.uk
2 Gunces Farm Cottages, Stambourne Road
Great Yeldham, Halstead, Essex CO9 4RB

www.essexinfo.net/toppesfield-parish-council/

31st January 2020

To: Members of Toppesfield Parish Council

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

Thursday 6th February 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

20/19. Attendance and Apologies for absence

20/20. 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).]

20/21. Open Session – opportunity for members of the Parish to address the Parish Council.

20/22. Minutes of the last Parish Council Meeting

(previously circulated)

20/23. Matters Arising not on the agenda – for report only

20/24. Actions from previous meeting:

- 20/24.1 Councillor Neale to enquire about the repair required to the telephone box door at Gainsford End.
- 20/24.2 Councillor Rob Stafford-Baker to seek further quotes to repair the village gate on the Great Yeldham Road and its possible redesign.
- 20/24.3 Councillors Page to enquire if a speed limit sign can be incorporated into the village gate design.

20/25. Internal Practices and management for the Parish Council:

- 20/25.1 Neighbourhood Plan – update (BP)
- 20/25.2 Discussion on environmental issues: update re Trees, Charging points, Refilling centre and Community electricity
- 20/25.3 Update on repairing Gainsford End Telephone Box door (RSB)
- 20/25.4 Annual Parish Meeting – date of meeting to be agreed and format of meeting to be discussed (KB)

20/26. Correspondence Received:

- 20/26.1 EALC Legal and County Updates, Essex County Council Highways Highlights, RCCE Essex Warbler – circulated to all Councillors prior to meeting.
- 20/26.2 Braintree District Council – Community Marketplace event – 19th February 2020, 1.30pm – 3.00pm. Find out about your community and what it has to offer. Exhibitors will be showcasing voluntary, community & business services available throughout the Braintree District.
- 20/26.3 Councillor Finch's Parish Update January 2020 received.
- 20/26.4 RCCE – Neighbourhood Plan training session – Reg 14 and Beyond will be held on Wednesday 12th February 2020 from 10.30am – 1.15pm at Fyfield Village Hall, Houchin Drive, Fyfield.
- 20/26.5 Essex County Council - Twelve Local Authorities in Essex are currently working together to produce an Essex Coast Recreational disturbance Avoidance and Mitigation Strategy (RAMS) Supplementary Planning Document (SPD). An Essex Coast RAMS Strategy Document has been prepared and this includes a technical report and mitigation strategy for how the Essex local authorities will avoid and mitigate the in-combination effects of increased recreational disturbance on Essex coast Habitats sites. Consultation runs until 5pm on 21 February 2020.
- 20/26.6 Braintree District Council – Open Space Action Plan – request for further details regarding the allotments.
- 20/26.7 National Association of Local Councils - NALC will be holding its [Spring Conference](#) on 17 March 2020 at the Aviva Auditorium, London and the theme will be health and wellbeing. Invitation to Co-deliver Session with ECC and EALC.

20/27. Financial Accounts:

- 20/27.1 To receive the Clerk's Report indicating receipts and payments requiring approval (KB)
- 20/27.2 To receive and discuss quotes for play equipment for Gainsford End playing field (RSB)

20/28. Highways:

- 20/28.1 Temporary Traffic Regulation Order of Gainsford End Road, Toppesfield. Please see <https://one.network/?tm=116047456> to find details of the intended closure of Gainsford End Road, due to commence on 17th February 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.
- 20/28.2 Temporary Traffic Regulation Order of Dyers End, Finchingfield Road, Robinhood End, Finchingfield Road, Stambourne. Please see <https://one.network/?tm=115887981> to find details of the intended closure of Dyers End, Finchingfield Road, Robinhood End, Finchingfield Road, due to commence on 5th March 2020 for 16 days. The closure is required for the safety of the public and workforce while County Broadband LTD undertakes fibre broadband installation.

20/29. Planning:

- 20/29.1 Planning application 17/01863/OUT – to be considered at Braintree District Council's Planning Committee on 4th February 2020.

20/30. Toppesfield Village Hall

- 20/30.1 Update from Village Hall Management Committee (AC)

20/31. Playing Fields & The Dick Ruggles Pavilion

- 20/31.1 Update on Football Club progress – (AS)
- 20/31.2 Update on work required to pavilion – (RSB)

20/32. Events

- 20/32.1 Little Chestnuts Preschool – Circus 2021 – update on progress (AC)

20/33. Communications

- 20/33.1 Website (KB)

20/34. Information exchange / Parish Surgery / Items for the next agenda**20/35. Date of the next meeting:**

The next Parish Council Meeting is proposed to be held on 5th March 2020 at 7.30pm at Toppesfield Village Hall.

20/36. Close