



Toppesfield Parish Council

Chairman Mr Alan Collard

Clerk to the Council: Kaaren Berry
Mobile: 07341264219

Email: clerk.toppesfieldparishcouncil@gmail.com
2 Gunces Farm Cottages, Stambourne Road
Great Yeldham, Halstead, Essex CO9 4RB

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

To: Members of Toppesfield Parish Council

You are hereby summoned to attend the Annual Parish Council meeting of Toppesfield Parish Council to be held on **Thursday 7th September 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
1st September 2023

AGENDA

23/145. Attendance and Apologies for absence

23/146. 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).]

23/147. Open Session – opportunity for members of the Parish to address the Parish Council.

23/148. Minutes of the last Parish Council Meeting

(Previously circulated)

23/149. Matters Arising not on the agenda – for report only

23/150. Actions from previous meeting:

23/150.1 Cllr's Smith, Bourlet and Winter to draw up a plan for both Gainsford End and Toppesfield playing fields.

23/150.2 Cllr Collard to draw up a proposal for the replacement of a Cherry tree along The Causeway.

23/150.3 Clerk to contact BDC with information relating to the original sale of the Park Lane car park.

23/151. Internal Practices and management for the Parish Council:

23/151.1 Neighbourhood Plan update (AC)

23/151.2 Update on proposed village Charity (AC)

23/151.3 Wethersfield Airfield and Asylum centre update

23/151.4 Christmas event (KB)

23/151.5 Offer of working party to landscape the pétanque court area and consideration of budget for this (KB)

23/151.6 Damaged slide in Toppesfield Playing field (KB)

23/151.7 Proposal to investigate setting up a Neighbourhood Watch Group (KB)

23/152. Correspondence Received:

23/152.1 EALC Legal & County Updates, Essex County Council Highways Highlights, RCCE Essex Warbler – circulated to all Councillors prior to meeting.

23/152.2 Broxap – Outdoor fitness equipment brochure received.

23/152.3 Barclays – letter received requiring updated organisation details to help prevent financial crime and meet legal and regulatory requirements under section 27 and 28 money laundering, terrorist financing and transfer of funds (information Payer) Regulations 2017.

23/153. Financial Accounts:

23/153.1 To receive the Clerk's Report indicating receipts and payments requiring approval (KB)

23/153.2 Costs of removal a dead tree from along the Causeway and its replacement (AC)

23/154. Highways:

23/154.1 Park Lane Car Park – Braintree District Council have received information in order for them to identify the land in question and they will revert back to the parish council once they have considered the deed packet.

23/154.2 Potential project for the pump – outline planning permission needs to be completed through the planning portal and minimum cost could be £295.00.

23/154.3 Road traffic regulation act 1984 - section 14(1), Temporary Traffic Regulation Order of Ashen Road, Ashen. Please see the following link <https://one.network/?tm=134486922> to find details of the intended closure of Ashen Road, due to commence on 14th September 2023 for 5 days. The closure is required for the safety of the public and workforce while Anglian Water undertakes hydrant installation.

23/154.4 Flooding issue from the Green Man barns to the village hall - an ad-hoc jetting service is scheduled and is aimed for them to be attended by the end of September.

23/154.5 Consideration of installing additional salt bins (KB)

23/155. Planning:

Application No:	Description	Address	Action
23/01859/TPOCON	Notice of intent to carry out works to trees in a Conservation Area: Prune tree back by a 1m. Currently touching roof and cables	The Green Man Church Lane Toppesfield CO9 4DR	Comments to Braintree District Council
23/02022/COUPA	Prior approval for the change of use of agricultural building to a dwellinghouse (Class C3), and for associated operational development - Change of use to 2no. residential dwellings.	Meekings Farm Harrow Hill Toppesfield CO9 4LX	For information only – no requirement for comments.
23/02138/COUPA	Prior approval for the Change of Use of Agricultural Buildings to a flexible use within Storage or Distribution (Class B8), Hotels (Class C1), Commercial/Business/Service (Class E), or until the end of July 2022, uses previously classified as Assembly and Leisure (Class D2).	Toppesfield Hall Great Yeldham Road Toppesfield CO9 4LS	For information only – no requirement for comments.
23/01633/LBC	Conversion and extension of holiday accommodation barn to create residential annexe.	Cust Hall Gainsford End Road Toppesfield CO9 4EB	Braintree District Council planning decision: Granted
23/01698/SCR	Town & Country Planning Act 1990 (as amended), Town & Country Planning (Environmental Impact Assessment) Regulations 2017 - Screening Request (Regulation 6) – Solar Farm	Land Adjacent To Toppesfield Hall Great Yeldham Road Toppesfield	Braintree District Council planning decision: Pending Consideration

23/01871/FUL	Change of use of land from agricultural to residential and the stationing of a mobile home.	Plot 1 Land Off Park Lane Toppesfield	Braintree District Council planning decision: Pending Consideration
--------------	---	---------------------------------------	---

23/156. Communications:

23/156.1 Article for volunteers has been placed in the parish newsletter.

23/157. Information exchange / Items for the next agenda

23/158. Date of the next meeting:

The next Parish Council Meeting is scheduled to be held on 5th October 2023 at 7.30pm at Toppesfield Village Hall.

23/159. Close