



Toppesfield Parish Council

Chairman Mr Chris Neale

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25th November 2022

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 1st December 2022 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

22/176. Attendance and Apologies for absence

22/177. 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).]

22/178. Open Session – opportunity for members of the Parish to address the Parish Council.

22/179. Minutes of the last Parish Council Meeting

(Previously circulated)

22/180. Matters Arising not on the agenda – for report only

22/181. Actions from previous meeting:

- 22/181.1 Cllr Neale to progress repairs to the basketball hoop at Toppesfield playing field
- 22/181.2 Cllr Neale to arrange the informal strategy working group meeting
- 22/181.3 Cllr Collard to arrange the village groups meeting
- 22/181.4 Cllrs Neale and Collard to speak to the GM about their plans for the tree lighting event - 3 December
- 22/181.5 Clerk to upload adopted policies to the website
- 22/181.6 Clerk to arrange a meeting with the village hall and shop committee regarding insurance
- 22/181.7 Cllr Collard to liaise with the previously interested party regarding the potential sale of the back section of the car park in Park Lane
- 22/181.8 Clerk to complete the Highway User service survey
- 22/181.9 Cllr Collard to liaise with those who submitted tenders for the Petanque court project.

22/182. Internal Practices and management for the Parish Council:

- 22/182.1 Neighbourhood Plan update (ACO)
- 22/182.2 Update on plans for the Playing Field (ACO)

22/182.3 Update on proposed village Charity (ACO)
22/182.4 Wethersfield Airfield proposed development update (TR)
22/182.5 Christmas event – update on progress of event planning.
22/182.6 Insurance of the Village Hall (ACO)
22/182.7 Park Lane Car Park (ACO)

22/183. Correspondence Received:

22/183.1 EALC Legal and County Updates, Essex County Council Highways Highlights, RCCE Essex Warbler – circulated to all Councillors prior to meeting.
22/183.2 Transport East Summit are launching their first Rural Mobility Survey. This survey will reveal a wider picture of the connectivity challenges and opportunities in our region as well as understanding the baseline for transport in rural areas. The survey will run for a period of 6 weeks until **16th December**, One response is required from each Parish. The survey is now live and can be filled out at <https://www.smartsurvey.co.uk/s/TERural>.
22/183.3 Braintree District Council Open Spaces Action Plan Update 2023. The Open Spaces Action Plan is a key document used by the Local Planning Authority to justify seeking S.106 monitory contributions for Public Open Space improvements across the district. Please advise of any: Changes or errors in the existing information, Existing items to be removed, new items you wish to be included within the 2023 version by 27th January 2023.
22/183.4 CPRE, Countryside Voices, Autumn/Winter 2022 edition received.
22/183.5 War Memorials Trust – November 2022 Bulletin received.
22/183.6 Braintree District Council – Town and Country Planning Act 1990 Appeal under S78 Against Refusal of a householder application: Cust Hall Gainsford End Road: Retrospective application for conversion and extension of holiday-accommodation barn to create residential annexe. Planning Application Ref: 22/00763/HH, Planning Inspectorate Ref: APP/Z1510/W/22/3306392
22/183.7 Stanstead Airport Watch – latest update – available on the parish council website.

22/184. Financial Accounts:

22/184.1 To receive the Clerk's Report indicating receipts and payments requiring approval (KB)
22/184.2 Budget 2023/2024 – draft budget for discussion

22/185. Highways:

22/185.1 Flooding on Church Lane from the corner near The Green Man public house to the village hall gates has been reported. Reference number 2806140.
22/185.2 For the latest information regarding the White Hart bridge works please see: [White Hart Bridge, Poole Street, Great Yeldham \(essexhighways.org\)](http://White Hart Bridge, Poole Street, Great Yeldham (essexhighways.org))

22/186. Planning:

Application No:	Description	Address	Action
22/02928/HH	Demolition of existing single storey outbuilding and replacement with 1.5 storey outbuilding to include guest accommodation	Oak House Robinhood End Toppesfield CO9 4NN	Comments to be made to Braintree District Council by 1 st December 2022
22/03046/FUL	Change of use of 2No. agricultural buildings to storage (B8), including provision of 2No. portacabins to be used as offices.	Toppesfield Hall Great Yeldham Road Toppesfield CO9 4LS	Comments to be made to Braintree District Council by 13 th December 2022

22/187. Communications:

22/188. Information exchange / Items for the next agenda

22/189. Date of the next meeting:

The next Parish Council Meeting is proposed to be held on 12th January 2023 at 7.30pm at Toppesfield Village Hall.

22/190. Close