



Toppesfield Parish Council

Chairman Mr Alan Collard

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<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 1st February 2024 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
26th January 2024

AGENDA

24/16. Attendance and Apologies for absence

24/17. 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).]

24/18. Open Session – opportunity for members of the Parish to address the Parish Council.

24/19. Minutes of the last Parish Council Meeting

(Previously circulated)

24/20. Matters Arising not on the agenda – for report only

24/21. Actions from previous meeting:

- 24/21.1 Clerk to contact EALC regarding clerk's proposed contract and review comments made on the job description.
- 24/21.2 Cllr Bourlet to write an article for locations for tree planting for the March/April newsletter.
- 24/21.3 Clerk to completed precept forms and return to BDC.
- 24/21.4 Clerk to progress purchase of Salt bin for Camoise Close.
- 24/21.5 Clerk to call Highways to see if the two potholes along the Great Yeldham Road could be expedited.

24/22. Internal Practices and management for the Parish Council:

- 24/22.1 Neighbourhood Plan update (AC)
- 24/22.2 Wethersfield Airfield and Asylum centre update
- 24/22.3 Coffee morning on 24th February 2024 and feedback from the January coffee morning.
- 24/22.4 Historical archives – interest has been shown as a result of January's coffee morning. Consideration on how to progress this (KB)

24/22.5 Annual litter-pick – date to be set for end of March or early April 2024 (Clerk)

24/22.6 Installation and filling of salt bin in to Camoise Close and moving of salt in Village Hall carpark (Clerk)

24/23. Correspondence Received:

24/23.1 EALC Legal & County Updates, Essex County Council Highways Highlights, RCCE Essex Warbler – circulated to all Councillors prior to meeting.

24/23.2 Essex County Council Bus Network Consultation 2023 - A decision has been made on the outcome of the recent local bus consultation carried out between 13 July – 5 October 2023. To view the decision please see: <https://www.travelessex.co.uk/about-bus-services/consultations-supported-services>

24/23.3 Age Well East – request for funding in order to help them empower people to age well.

24/24. Financial Accounts:

24/24.1 To receive the Clerk's Report indicating receipts and payments requiring approval (Clerk)

24/24.2 Bank mandate – updating of account signatories (Clerk)

24/25 Highways:

24/25.1 Potholes on the Great Yeldham Road – update (KB)

24/25.2 Road Traffic Regulation Act 1984 - Section 14(1) - Temporary Traffic Regulation Order of Braintree Bypass - A131, Braintree. Please see the link <https://one.network/?tm=135249011> to find details of the intended closure of Braintree Bypass - A131, due to commence on 8th May 2024 for 3 days. The closure is required for the safety of the public and workforce while Essex County Council under takes surface dressing.

24/26. Planning:

Application No:	Description	Address	Action
24/00012/HH	Proposed annexe / cartlodge outbuilding. Removal of modern stable, and low quality lean to extensions to historic outbuilding. Proposed new vehicular access and driveway.	Scotneys Farm House Scotneys Lane Great Yeldham CO9 4HG	Braintree District Council planning decision: Pending consideration

24/27. Communications:

24/28. Information exchange / Items for the next agenda

24/29. Date of the next meeting:

The next Parish Council Meeting is scheduled to be held on 7th March 2024 at 7.30pm at Toppesfield Village Hall.

24/30. Close