

Topcroft Parish Council

To Members of the Council

You are hereby summoned by the Clerk to attend the next

PARISH COUNCIL MEETING

The meeting will be held in the Pavilion

Monday 10th January 2022 at 7.30pm

Everyone attending the meeting is strongly encouraged to take a lateral flow test on the day of the meeting, wear a face covering, keep 2 metres apart and use the hand sanitiser provided. Please do not attend if you are feeling unwell.

PUBLIC FORUM

A. To receive reports from the District and County Councillors

Reports circulated via email and on website: <https://topcroftpc.norfolkparishes.gov.uk>

B. Public Forum – for Members of the Public

Members of the public are very welcome to join the meeting.

AGENDA

1. To consider Apologies for Absence
2. Declaration of Interests and Consider Requests for Dispensation
3. To Approve the Minutes and Decisions from the meeting held on 8th November 2021
4. Matters Arising from the Minutes not on the Agenda
5. Finance
 - a) To Receive the current Financial & Budget Reports and Approve the Income & Expenditure
 - b) Bus Shelter Hard Standing Access – *update*
6. To Consider the Following Policy for Adoption
 - a) Scheme of Delegation
7. Planning Applications and Decisions (circulated as received)

Applications

 - a) Reference 2021/2222
Alternative Reference PP-10065676
Application Received Tue 05 Oct 2021, Application Validated Fri 10 Dec 2021
Address Low Farm Snakes Lane Topcroft Norfolk NR35 2BU
Proposal Retrospective permission for the creation of a new access off the public highway, associated driveway and proposed alterations to curtilage and fencing.
Status Pending Consideration – *TPC no comments*

Decisions

 - b) Ref. No: 2021/2412
Proposal: Details of condition 3 of 2017/0094 - (3) materials
Location: Gardiners Cottage Topcroft Street Topcroft Norfolk NR35 2BL
Status: Approved
 - c) Ref. No: 2021/1750
Proposal: Remove and replace five windows and two door and frame sets on the property's elevations.
Location: Street Farm Topcroft Street Topcroft Norfolk NR35 2BL
Status: Approval with Conditions

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8. **The Queen's Platinum Jubilee 2022 – c/f**
 - a) **Village Sign Plaque** – *to be ordered in April*
 - b) **Tree Planting**
 - c) **Village Event**
9. **Village Issues**
 - a) **Highways**
 - Drains/Potholes/Gullies/Issues
 - Church Road Running Water – *update*
 - Blockage at Rookery Lane – *update*
 - b) **Footpaths**
 - FP3's access – *update*
 - c) **Kissing Gate Maintenance** (nr Village Sign) – *update*
10. **To note Correspondence Received**
11. **AOB** (*For discussion only – the Council cannot make decisions on non-agenda items*)
 - a) **Free Trees for Parishioners**
 - b) **Clerk's Training**
The Clerk has attended NALC and NTPS Clerks Networking Events in December
12. **To Receive Items for the next Agenda**
13. **To Note the Next Meeting Dates**
 - Monday 14th March 2022 - 7.30pm
 - Monday 9th May 2022 - 7.30pm – APM & AGM
 - Monday 11th July 2022 - 7.30pm
 - Monday 12th September 2022 - 7.30pm
 - Monday 14th November 2022 - 7.30pm

S. G. Chapman

Sally Chapman
Clerk to Topcroft Parish Council

Date: 4th January 2022