

# Topcroft Parish Council

**To Members of the Council**

**You are hereby summoned by the Clerk to attend the next**

**PARISH COUNCIL MEETING**

**to be held at Topcroft Pavilion on**

**Monday 13<sup>th</sup> March 2018 at 7.30pm**

## **PUBLIC FORUM**

**A. To receive reports from the District and County Councillor**

**B. Public Forum – for Members of the Public**

## **AGENDA**

**1. To consider Apologies for Absence**

**2. To record Declarations of Interests and to consider Requests for a Dispensation**

**3. To approve the Minutes of the Meeting held on 8<sup>th</sup> January 2018 and Matters Arising**

**4. Finance**

- a) To receive the Financial Report and Approve Cheques (*circulated prior to meeting*)
- b) To appoint an Internal Auditor for 2017/18
- c) Bank Mandate Amendment

**5. General Data Protection Regulations (GDPR)**

*New rules being implemented from 25 May 2018. National ALC have commissioned a 63 page toolkit and looking at a provision of a national Data Protection Officer (Clerk or Councillor cannot be the DPO). Clerk attending GDPR Awareness training 16th April 2018.*

**6. Annual Review of Policies and Documents (*circulated prior to meeting*)**

- a) Asset Register
- b) Internal Control Statement (*New*)
- c) Risk Assessment
- d) Code of Conduct Policy
- e) Financial Regulations Policy
- f) Planning Procedure Policy
- g) Publication Scheme Policy
- h) Standing Orders Policy

**7. Planning Applications and to note Decisions (*circulated as received*)**

### **Applications**

**a) 2018/0111 - Applicant: Mr T Harper - Norfolk Land Ltd**

Location: Land East Of The A140 Long Stratton Norfolk

Proposal: Hybrid Application on 109.7 hectares of land to the east of the A140 seeking outline planning permission for 1275 no. dwellings, 8 hectares of employment land for uses within Classes B1, B2 and B8, 2 hectare primary school site, community facilities site, associated infrastructure and public open space. Together with application for full permission for a bypass including roundabouts and junctions.

**b) 2018/0112 - Applicant: Mr T Harper - Norfolk Homes Ltd**

Location: Land West of The A140 Long Stratton Norfolk

Proposal: Hybrid Application on 45.2 hectares of land to the west of the A140 seeking outline planning permission for 387 no. dwellings and 1.5 hectares of Class B1 employment land, associated infrastructure and public open space. Together with application for full planning permission for a western relief road (including a roundabout access at the north to the A140 and a priority junction access to Swan Lane at the south) and with phase 1 housing consisting of 213 no. dwellings, associated infrastructure and public open space.

### Decisions

**a) Notification for Prior Approval for a proposed change of use of an agricultural building to a dwelling house (QA).**

Barn Adj. To Greenfields Church Road Topcroft Norfolk

Ref. No: 2017/2689 | Received: Thu 16 Nov 2017 | Validated: Fri 01 Dec 2017 Status: Refused

**b) Street Farm - Replacement of Wood Burner with New Flue Ref. No. 2017/2476-Applicant: Mr**

Andrew Hipper Location: Street Farm Topcroft Street Topcroft Norfolk NR35 2BL

Status: Approval with Conditions

### 8. Village Issues

- a) Highways and Potholes
- b) Footpaths - update
- c) Wash Lane/Rectory Road
- d) Conservation Area
- e) Tree Warden's update  
*Ward Grant received*
- f) First Aid Training
- g) Speed Limit

### 9. To note Correspondence received

- a) Greater Norwich Local Plan Consultation - extended to 22nd March 2018  
*Document online at [www.gnlp.org.uk](http://www.gnlp.org.uk) to make comments*
- b) SNC Litterpick
- c) Clerks & Councils Direct Magazine

### 10. AOB

### 11. To receive items for the next Agenda

### 12. To confirm the next meeting date:

- Monday 14<sup>th</sup> May 2018 at 7.30pm – Annual Parish Meeting & AGM

Sally Chapman *S. G. Chapman*  
Clerk to Topcroft Parish Council

Date: 6<sup>th</sup> March 2018