

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 11th March 2019 at 7.30pm

PUBLIC FORUM

- A.** To receive reports from the District and County Councillor
- B.** Public Forum – for Members of the Public to raise concerns

AGENDA

- 1. To consider Apologies for Absence**
- 2. Declaration of Interests and Consider Requests for Dispensation**
- 3. To approve the Minutes of the Meeting held on 14th January 2019 and Matters Arising**
- 4. Finance**
 - a) To receive the current Financial Report and Approve Cheques (circulated prior to meeting)
 - b) Litter Picking Equipment – update
 - c) To consider Donations
- 5. Annual Review of Policies and Documents** (circulated prior to meeting)
 - a) Asset Register
 - b) Internal Control Statement
 - c) Risk Assessment
 - d) Code of Conduct Policy
 - e) Financial Regulations Policy
 - f) Planning Procedure Policy
 - g) Publication Scheme Policy
 - h) Standing Orders Policy
- 5. Planning Applications and to note Decisions** (*circulated as received*)
 - Applications**
 - a) Proposal: Link a small junior fishing lake to a small pond to create a single fishing area**
Applicant: Mr G Tidnam & Mr R Tidnam
Location: Low Farm, Snakes Lane Topcroft NR35 2BU
Ref. No: 2018/2328 | Status: Pending Consideration
 - b) Retention of roof to kennel block comprising of metal sheeting and insulation**
Low Farm Snakes Lane Topcroft Norfolk NR35 2BU
Ref. No: 2018/2125 | Status: Pending Consideration
 - Decisions**
2018/2415
Proposal: Change of use of redundant farm barn to 3/4-bedroom dwelling.
Location: Barn South West of Low Farm Snakes Lane Topcroft Norfolk
Status: Refusal

Ref. No: 2018/2329

Position a single static caravan within the boundary of the Topcroft Fishing Lake for holiday letting.

Low Farm Snakes Lane Topcroft NR35 2BU

Received: Mon 22 Oct 2018 | Validated: Mon 29 Oct 2018 |

Status: Approval with Conditions

6. To consider a Community Litterpick

7. Village Issues

- a) Highways and Potholes
 - Speeding Awareness Machines/Traffic Monitoring - update
 - Village Sign Gates - update
 - Untidy Properties, Buildings and Grounds in Topcroft - update
- b) Footpaths - update
- c) Tree Warden - update
- d) First Aid Training – update
- e) Defibrillator Maintenance - Bungay Community First Responders

8. To note Correspondence received

- a) Clerks & Councils Direct Magazine
- b) Carers Matter Norfolk Letter (*circulated*)

9. AOB (*For discussion only – the Council cannot make decisions on non-agenda items*)

10. To receive items for the next Agenda

11. To confirm the next meeting date:

- Monday 13th May 2019 at 7.30pm – Annual Parish Meeting & AGM

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

Date: 6th March 2019