

# 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**  
**9<sup>th</sup> March 2020 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. Declaration of Interests and Consider Requests for Dispensation**
- 3. To approve the Minutes of the Meeting held on 13<sup>th</sup> January 2020 and Matters Arising**
- 4. Finance**
  - a) To receive the current Financial and Budget Report and Approve Payments (*circulated prior to meeting*)
  - b) To consider Grants/Donations
  - c) Bungay Town Council Car Parking Grant Request - update
- 5. Annual Review of Policies and Documents (*circulated prior to meeting*)**
  - a) Asset Register
  - b) Code of Conduct Policy
  - c) Financial Regulations Policy (*updated by NALC July 2019*)
  - d) Internal Control Statement
  - e) Planning Procedure Policy
  - f) Publication Scheme Policy
  - g) Risk Assessment
  - h) Standing Orders Policy
- 6. Planning Applications and to note Decisions (*circulated as received*)**

**Applications**

  - a) General purpose and livestock agricultural building**  
Barford Farm Barford Road Topcroft NR35 2BB  
Ref: No 2020/0336 | Received: Mon 25 Nov 2019 | Validated: Mon 25 Nov 2019  
Status: Pending Consideration
  - b) Erection of 2 storey side and rear extensions**  
1 Apple Tree Cottage Topcroft Street Topcroft Norfolk NR35 2BL  
Ref. No: 2020/0296 | Received: Sun 16 Feb 2020 | Validated: Wed 19 Feb 2020  
Status: Pending Consideration
  - c) Erection of a garage**  
Little Manor Topcroft Street Topcroft NR35 2BL  
Ref. No: 2020/0238 | Received: Fri 07 Feb 2020 | Validated: Fri 07 Feb 2020 |  
Status: Pending Consideration

**d) Variation of condition 2 of 2019/0559 - Design changes**

Barn South West of Low Farm Snakes Lane Topcroft Norfolk

Ref. No: 2019/2357 | Received: Mon 25 Nov 2019 | Validated: Mon 25 Nov 2019

Status: Pending Consideration

**Decisions**

None

**7. Village Issues**

**a) Highways**

Drains/Potholes

Village Speed Limits

- i. Slow Down Sign - update

**b) Footpaths**

- i. FP3's access – update

- ii. FP9 Bridge - update

**c) Tree Warden Report**

**d) Noticeboards Maintenance – update**

**e) Bus Shelter Maintenance – update**

**f) Untidy Property Complaints – update**

**g) Village Welcome Pack & Emergency Plan**

**h) Broadband Issues – update**

- Country Broadband

**i) Litterpick**

**j) Defibrillator**

**k) Light Pollution**

**8. To note Correspondence received**

**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 meeting dates:**

- Monday 11th May 2020 at 8.15pm – APM & AGM
- Monday 13th July 2020 at 8.15pm
- Monday 14th September 2020 at 7.30pm
- Monday 9th November 2020 at 7.30pm

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

**Date: 3<sup>rd</sup> March 2020**