

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 9th May 2022 at 8.00pm

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 published 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 Appoint a Chair
2. To Appoint a Vice Chair
3. To consider Apologies for Absence
4. Declaration of Interests and Consider Requests for Dispensation
5. To Approve the Minutes and Decisions from the meeting held on 14th March 2022
6. Matters Arising from the Minutes not on the Agenda
7. Finance
 - a) To Approve the End of Year Accounts 2021/22
 - b) To Approve the Internal Auditor's Report for 2021/22
 - c) To Agree the Annual Audit Return Sections 1 & 2 and a Certificate of Exemption from a Limited Assurance Review
 - d) To Appoint the Internal Auditor for 2022-23
 - e) To Receive the current Financial & Budget Reports and Approve the Income & Expenditure
 - f) To Consider a Topcroft PCC Grant for Grounds Maintenance
 - a) Bus Shelter Hard Standing Access – *update*
8. Planning Applications and Decisions (*circulated as received*)

Applications

 - a) Replace and increase the depth of a south facing window frame
Moat House Church Road Topcroft Norfolk NR35 2BH
Ref. No: 2022/0270 | Received: Mon 07 Feb 2022 | Validated: Thu 31 Mar 2022
Status: Pending Consideration – *TPC no comments*
 - b) Proposal Retrospective permission for the creation of a new access off the public highway, associated driveway and proposed alterations to curtilage and fencing.
Low Farm Snakes Lane Topcroft Norfolk NR35 2BU Reference 2021/2222 | Received Tue 05 Oct 2021,
Application Validated Fri 10 Dec 2021
Status: Pending Decision – *TPC no comments*

Decisions

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c) Ref. No: 2021/2672

20m x 60m equestrian arena and change the use of paddocks to equestrian use and erection of lights
Holly House Low Road Topcroft NR35 2BQ

Received: Tue 07 Dec 2021 | Validated: Thu 10 Feb 2022 | Status: Approval with Conditions

9. The Queen's Platinum Jubilee 2022

- a) Village Sign Plaque – *update*
- b) Village Event Grant – *update*

10. Village Issues

- a) Highways
 - Drains/Potholes/Gullies/Issues
- b) Footpaths
 - FP3's access – *update*
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11. To note Correspondence Received

- a) BACT – Grant Thank You Letter

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

13. To Receive Items for the next Agenda

14. To Note the Next Meeting Dates

- 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: 26th April 2022