

# 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 virtually using the Zoom platform on  
9<sup>th</sup> November 2020 at 7.30pm*

## PUBLIC FORUM

### A. To receive reports from the District and County Councillors

*(circulated via email and on TPC's website: <https://topcroftpc.norfolkparishes.gov.uk>)*

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

*Members of the public are welcome to join the meeting, please contact the Clerk by email on [topcroftpc@gmail.com](mailto:topcroftpc@gmail.com) for the link and password.*

## 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 14<sup>th</sup> September 2020

### 4. Matters Arising from the Minutes not on the Agenda

### 5. Finance

#### a) Clerk's Salary

*At NALC's recent salary increase the Clerk noted she was not being paid the correct hourly rate. The Internal Auditor advised (email circulated) the pay scale changed in 2018 and the Clerk asked him to calculate the correct increase from 1<sup>st</sup> April 2020 (foregoing 2018 and 2019), which is £6.72pcm/£1.55 pw.*

#### b) To receive the current Financial and Budget Report & Approve Payments

*Clerk's comment: Once payments are approved the cheques will be posted to the Chair & Cllr to sign*

#### c) To agree the Budget and Precept 2021-22

### 6. The Local Government Boundary Commission - Division Boundaries for Norfolk

Proposals for new divisions, division boundaries, and division names for Norfolk County Council. Limited time is left for you to have your say before the consultation closes on 23 November 2020.

<https://consultation.lgbce.org.uk/have-your-say>.

*Clerk's Comment: At the January 2020 meeting: Cllrs discussed and agreed Topcroft would be better served in the Hempnall Ward because of closer links.*

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

#### Applications

None

#### Decisions

#### a) Erection of open front cart shed/garage

Grey Gables Rookery Lane Topcroft NR35 2BN

Ref. No: 2020/1396 | Received: Tue 04 Aug 2020 | Validated: Fri 07 Aug 2020

Status: Approval with Conditions.

**8. Village Issues**

**a) Highways**

Drains/Potholes/Gullies/Issues

**b) Footpaths**

**i. FP3's access and Kissing Gates**

To discuss installing kissing gates on the realigned path as the horses' owners are concerned gates may be left open, quotes attached for a cost guide.

*Clerk's Comment: permissive path discs received and small bridge to be made.*

**ii. FP9 Bridge – update**

*Clerk's Comment: SNC informed on 21<sup>st</sup> July 2020 they would:*

*Remove and replace ligger bridge with 3xplank 3.2m bridge. Cover with chicken wire & secure and remove vegetation from around bridge.*

**9. To note Correspondence received**

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

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

**12. To note the Next Year's Meeting Dates:**

- Monday 11th January 2021 at 7.30pm
- Monday 8th March 2021 at 7.30pm
- Monday 10th May 2021 at 8.15pm (*TBC*) – APM & AGM
- Monday 12th July 2021 at 8.15pm (*TBC*)
- Monday 13<sup>th</sup> September 2021 at 7.30pm
- Monday 8th November 2021 at 7.30pm

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

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