

# 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*

**14<sup>th</sup> September 2020 at 7.30pm**

## PUBLIC FORUM

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

*(circulated via email and on TPC's website)*

### 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*

## AGENDA

### 1. To consider Apologies for Absence

### 2. Declaration of Interests and Consider Requests for Dispensation

### 3. To Ratify the Minutes and Decisions from the email meetings held on 9th March 2020, 7th May 2020, 18th May 2020 and 13th July 2020

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

### 5. Finance

#### a) 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*

#### b) Zoom Subscription

*Clerk's comment: I have now taken out a Zoom pro subscription costing £14.39 per month, which is £3.60 per month for each of my PC's. The subscription can be cancelled once proper meetings start again.*

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

#### Applications

##### 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: Pending Consideration

#### Decisions

None

### 7. Village Issues

#### a) Highways

Drains/Potholes/Gullies/Issues

#### b) Footpaths

##### i. FP3's access – update

*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.*

**c) Noticeboards & Bus Shelter Maintenance**

**d) Community Support**

- i. Emergency measures that may be needed in our Parish for any situation?
- ii. Do you think everyone was catered for in the lockdown?
- iii. How far can we support the community as Parish Councillors?

*Clerk's Comment: A Village Welcome Pack & Emergency Plan was previously discussed at the January 2020 meeting and not progressed.*

**8. To note Correspondence received**

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

**a) Website Accessibility** *(Council websites that were published before 23 September 2018 need to comply with the Government's accessibility regulations by 23 September 2020)*

*Clerk's Comment: The Website Accessibility training was cancelled due to Coronavirus. I have completed online training, updated and checked the website with WAVE Web Accessibility Evaluation Tool and added the Website Accessibility statement as recommended by SALC. To the best of my knowledge CPC is now compliant.*

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

**11. To note the Next Meeting Dates:**

- Monday 9th November 2020 at 7.30pm

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

**Date: 8<sup>th</sup> September 2020**