

# Topcroft Parish Council

## PARISH COUNCIL MEETING

*held via Zoom on*

**11<sup>th</sup> January 2021 at 7.30pm**

**Attended:** Peter Rout (Chair), Stephen Dye (Vice Chair), Robin Frampton, Trevor Potter, Ian Skinner, Kathy Tomson

**Clerk/Responsible Financial Officer:** Sally Chapman

**Also present:** County Councillor Margaret Stone, District Councillor Michael Edney and a parishioner

## PUBLIC FORUM

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

**County Councillor Margaret Stone** gave an update of local issues including the recent flooding and a new flood support group, Covid-19 vaccination centres and how transport can be arranged for those who need it. Full report on the website. <https://topcroftpc.norfolkparishes.gov.uk>

**District Councillor Michael Edney** gave a verbal report on flooding, sandbag distribution, Covid-19, police enforcement of lockdown rules and an update on the Long Stratton bypass.

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

No questions

## MINUTES

### 1. To consider Apologies for Absence

Cllr Eastell – apologies accepted

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

7.b) ii Cllr Skinner - FP9 Bridge non-pecuniary interest as the landowner.

### 3. To Approve the Minutes and Decisions from the meeting held on 9th November 2020

[The Minutes from the meeting held on 9th November 2020 were confirmed unanimously as a true and accurate record.](#)

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

None

### 5. Finance

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

[Councillors agreed unanimously the Reports and the following Income and Expenditure](#)

Date	Income	Ref.	Amount
	None		
	<b>Total</b>		<b>£ -</b>
	<b>Expenditure</b>		
24/11/2020	Void - error	100510	£ -
24/11/2020	P&G King - Grass Cutting	100511	£ 88.00
28/11/2020	Clerk's Salary - November	STO	£ 115.71
28/12/2020	Clerk's Salary - December	STO	£ 115.71
11/12/2020	Clerk's Expenses - October-January	100512	£ 51.88
	<b>Total</b>		<b>£ 371.30</b>

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## b) Bus Shelter Hardstanding Access

NCC has quoted £4,840 to make the bus stop Disability Discrimination Act (DDA) compliant and to improve access for all. Only NCC can complete this work and no other quotes can be sought. The Clerk has applied for a NCC 50% Parish Partnership Grant.

Cllrs discussed the above and commented:

- How expensive the quote is for the work required.
- TPC should not pay to have the road repaired in front of the bus shelter.
- Who would be responsible if there was an accident getting on or off the bus or outside the bus shelter?

Cllrs asked the Clerk to contact Martin Wilby from NCC Highways & Infrastructure to ask for his comments.

Action: Clerk

## 6. Planning Applications and to note Decisions

Cllrs noted the following decision.

### 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.

## 7. Village Issues

### a) Highways

Action: Clerk to report all

- Rookery Lane and Rectory Road muddy and road verges worn away.
- Wash Lane - debris after the recent flooding.
- The Clerk for Bedingfield contacted TPC informing of the bad state of Wash Lane, Kings Road and the Hempnall to Bungay Road because of the Hempnall burst water pipe diversion and asked TPC to support them by also reporting to NCC - reported 7<sup>th</sup> December 2020.

### Drains/Flooding/Leaks

Action: Clerk to report all

- Blocked drains/flooding in The Street near Gardiners Cottage and All Trees
- Blocked gullies under road/flooding near the Old Church Room, Rookery Lane.
- Church Road from Saffron Housing (reported many times)

### b) Footpaths

#### i. FP3's access and Kissing Gates - update

*Permissive path discs received and small bridge to be made.*

**Councillors agreed unanimously TPC cannot fund kissing gates on private property and will purchase sleepers for a bridge on the permissive path route.**

#### ii. FP9 Bridge – update

*Cllr Skinner – declared a non-pecuniary interest.*

*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. December 2020 New status – not going to replace.*

The Clerk contacted NCC and they have confirmed they are going to replace the bridge and the December 2020 was an automatic update.

### c) Internet Issues

Cllrs discussed the poor and lack of BT internet connection in some parts of the village because of the distance from the Openreach box in Topcroft. After several months without any useable BT internet Cllr Skinner from Barford Road informed he has now purchased his own aerial and connects to 4G and receives an average of 15mbps.

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## 8. To note Correspondence received (*numerous emails circulated as received*)

- Clerks and Councils Direct Magazine

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

### a) Website Statistics for 2020 – (*on agenda*)

The Clerk circulated Topcroft Parish Council's Website Statistics – Top Posts for 365 days ending 2021-01-04 (Summarised)

#### Title - Views

- Home page / News 1,831
- Topcroft Parish Council 104
- Community Info 96
- Bus Timetable 30
- Footpaths of Topcroft 28
- Hempnall Group of Parishes – Publications 14
- Planning Applications and Decisions 14
- The Domestic Abuse and Sexual Violence Board (DASVB) 5
- Coronavirus Latest Information, Advice and Useful Links 5
- Parish Magazine 4
- Councillors 4
- Accessibility Statement 3
- Policies & Documents 3
- Affordable Housing 2

**Councillors agreed posts with very few views should not be continued and asked the Clerk to contact NALC for other website statistics.**

### b) Silver Penny Found in Topcroft

Cllr Frampton spoke of the silver penny found in Topcroft in August 2020 and enquired if anyone in the village collected historical information in Topcroft. No collection was known. Cllrs were informed NCC has the Historic Environment Service reference library and information could be held there.

### c) Tree Felling in Low Road

Cllr Tomson questioned the tree felling and was advised the copse was under the woodland scheme and maintained under their specification.

### d) Lorries

Cllr Potter remarked on the extra lorries using the village and the Chair advised they were sugar beet and maize lorries running a one-way system.

## 10. To receive items for the next Agenda

None

## 11. To note the next Meeting Dates:

- 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

*The meeting ended at 9.10pm*