

Topcroft Parish Council

PARISH COUNCIL MEETING

Topcroft Pavilion

Monday 9th January 2023 - 7.30pm

Attended: Peter Rout (Chair), Step Dye (Vice Chair), Robin Frampton, Trevor Potter & Kathy Thomson

Clerk/Responsible Financial Officer (RFO): Sally Chapman

Also present: one parishioner

PUBLIC FORUM

A. To Receive Reports from the County and District Councillors

County Councillor Barry Stone sent apologies and a report:

<https://topcroftpc.norfolkparishes.gov.uk/category/meetings>

B. Public Forum – for Members of the Public

None

MINUTES

1. To consider Apologies for Absence

[Apologies were received and accepted from Cllr Eastell and Cllr Skinner.](#)

2. Declaration of Interests and Consider Requests for Dispensation

None

3. To Approve the Minutes and Decisions from the Meeting held on 14th November 2022 and 5th December 2022

[The Minutes from the Meeting held on 14th November 2022 and 5th December 2022 were confirmed unanimously as a true and accurate record and signed by the Chair.](#)

4. Matters Arising from the Minutes not on the Agenda

None

5. Finance

a) To Receive the current Financial & Budget Reports and Approve the Income & Expenditure

[Councillors resolved unanimously to Approve the following Receipts and Expenditure.](#)

Date	Ref.	Income	Receipts	Payments
28/11/2022	S/O	Clerk's Salary - November		124.58
28/12/2022	S/O	Clerk's Salary - December		124.58
09/01/2023	100545	Clerk's Expenses December-January		42.74
		Total	£ -	£ 291.90

b) To Appoint the Internal Auditor for 2022-23 – c/f

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

Cllrs noted the following:

Applications

a) Outline Planning Permission for a New Dwelling with Separate Garage

With all matters reserved except for access (revised from 2021/1392)

Location: Land West of Mill Road Topcroft Norfolk

Signed

Date

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Ref 2022/2230 | Application Type: Outline Planning Permission

Status: Pending Consideration

Councillors agreed to **OBJECT** (carried) to this planning application with comments at the 5th December 2022 Meeting.

b) Conversion of ex USAAF barrack buildings to single dwelling

Breakers Yard Barford Road Topcroft Norfolk NR35 2BB

Ref. No: 2022/1960 | Received: Sun 16 Oct 2022 | Validated: Fri 21 Oct 2022

Status: Pending Consideration

Councillors resolved to **SUPPORT** this planning application with no comments at the 14th November 2022 Meeting.

c) Erection of glasshouses, polytunnels, general purpose agricultural storage/coldstore building, biomass building, water storage tanks, thermal water tanks, drainage and landscaping

Spring Farm Spring Lane Hempnall Norfolk NR15 2NY

Ref. No: 2022/1803 | Received: Tue 20 Sep 2022 | Validated: Tue 20 Sep 2022

Status: Pending Consideration (*comments closed*)

Councillors resolved to **OBJECT** to this planning application at the 25th October 2022 Meeting.

d) 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

Status: Pending Consideration (*comments closed*)

Decisions

None

7. Village Issues

a) Highways - Drains/Potholes/Gullies/Issues

- Cllrs reported there was still a leak running down the hill in Church Lane.

Action: Clerk

- Potholes near The Ford, Church Farm and Rookery Lane pothole and crumbling road.

Action: Clerk

b) Footpaths

No issues

c) Defibrillator Training – c/f

8. To note Correspondence Received

a) Rural Mobility Survey

Cllr Frampton confirmed he had completed the Rural Mobility survey on behalf of the Council.

b) TPO Trees - Gardiners Cottage – Cllrs noted the email received.

c) Dog Mess – Mill Road – Cllrs noted the email received.

d) Clerks & Council Direct Magazine

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

a) Defibrillator

Councillors requested the Clerk to place a defibrillator location notice in the parish magazine and noticeboards.

Action: Clerk

b) Road Signs

Cllr Potter said he would photograph the weight limit signs in Topcroft as lorries are travelling through the village and not using the detour.

Action: TP

Signed

Date

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10. To Receive Items for the next Agenda

- a) To Consider Donations
- b) Policies Review

11. To Note the Next Meeting Dates

- Monday 13th March 2023 - 7.30pm
- Monday 22nd May 2023 – 7.30pm – Annual Parish Meeting & Annual Parish Council Meeting
- Monday 10th July 2023 - 7.30pm
- Monday 11th September 2023 - 7.30pm
- Monday 13th November 2023 - 7.30pm

The meeting ended at 8.20pm

Signed

Date