

Topcroft Parish Council

Minutes from Topcroft Parish Council's Meeting held at Topcroft Pavilion on Monday 8th July 2019 at 8.35pm

Present: Step Dye (Vice Chair), Nicola Eastell, Robin Frampton Trevor Potter, Ian Skinner

Clerk/Responsible Financial Officer: Sally Chapman

Also present: County Councillor Margaret Stone and District Councillor Michael Edney

Public Forum

A. To receive reports

County Councillor Margaret Stone gave a verbal report of her activities since the last meeting and confirmed she would support the village with a Parish Partnership Grant, if required.

Full report: (<https://topcroftpc.norfolkparishes.gov.uk/2014/12/18/minutes>).

District Councillor Michael Edney gave a verbal report of his activities and advised he has a ward grant for a project in the village.

B. Members of the Public

None

1. To consider Apologies for Absence

Cllr Peter Rout and Kathy Thomson – apologies accepted.

The Vice Chair Step Dye Chaired the meeting.

2. To record Declarations of Interests and to consider Requests for a Dispensation

None

3. To approve the Minutes of the Meetings held on 13th May 2019

The minutes of the meetings were confirmed unanimously as a true and accurate record and signed by the Chair.

4. Finance

a) To receive the current Financial and Budget Report and Approve Payments (*report circulated prior to the meeting*)

The Clerk read out the Finance and Budget Reports.

Councillors agreed unanimously the reports and the following finances:

Signed: _____ (Chair)

Date: _____

Topcroft Parish Council

Date	Income		
	None		
Date	Expenditure	Ref.	Amount
30/05/2019	Clerk's Salary - May	S/O	£ 89.87
15/06/2019	ICO Data Protection Fee	D/D	£ 35.00
30/06/2019	Clerk's Salary - June	S/O	£ 89.87
08/07/2019	Clerk's Overtime & Expenses June & July	100486	£ 72.22
		Total	£ 286.96

b) To Consider Insurance Renewals

The Clerk informed the Chair had approved the Community Action Suffolk Parish Protect Insurance for 2019/20, a saving of £84.00 from the previous insurer.

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

Cllrs noted:

Applications

a) Single storey extension with associated alterations

Beaula Mill Road Topcroft Norfolk NR35 2BW

Ref. No: 2019/1184 | Status: Pending Consideration

b) Conversion & extensions to existing triple garage to form new annexe, proposed new carport and tennis court.

Topcroft Hall Topcroft Street Topcroft NR35 2BJ

Ref. No: 2019/1054 | Status: Pending Consideration

Decisions

a) Conversion of World War 2 Barracks Into 1 No Dwelling

Breakers Yard Barford Road Topcroft Norfolk NR35 2BB

Ref. No: 2019/0945 | Status: Withdrawn

b) Replacement of Existing Pig Rearing Building with New

Trees Farm Topcroft Street Topcroft NR35 2BL

Ref. No: 2019/0885 | Status: Approval with Conditions

c) Erection of Detached Garage

Freyja Topcroft Street Topcroft Norfolk NR35 2BL

Ref. No: 2019/0873 | Status: Approval with Conditions

d) Retention of Roof To Kennel Block Comprising Of Metal Sheeting and Insulation

Low Farm Snakes Lane Topcroft Norfolk NR35 2BU

Ref. No: 2018/2125 | Status: Approval with Conditions

6. Village Issues

a) Highways and Potholes

Cllrs reported blocked drains and gullies on Church Road, Barford Road and Barondole Lane. Clerk to report to Highway Ranges and NCC.

Action: Clerk

Signed: _____ (Chair)

Date: _____

Topcroft Parish Council

- Speeding Awareness Machines/Traffic Monitoring c/f

- Village Sign Gates

A quote has been received from NCC Highways (who has to install them) for £3,459. Cllrs discussed funding and agreed to carry forward to the next meeting.

- Untidy Properties, Buildings and Grounds

The Clerk has received a response from SNC's Enforcement Officer who advised '*... neither sites are considered to be in such a condition that the council would pursue... However, should they deteriorate or become more prominent in the winter months the matter can be re-investigated.*'

- Speeding

Cllrs advised of speeding in the village and asked the Clerk to contact SNT and discussed a Community Speed Watch. Action: Clerk

- Low Road Culvert

The Chair had informed by email the culvert has now been cleared and the banks cut away. The flow will be monitored to see if it requires removing.

b) Footpaths

- FP3

The Chair agreed to speak to the Footpath 3's landowner re access c/f Action: Chair

- FP9 Bridge

The Clerk informed she has reported and is still waiting to hear from NCC.

c) Tree Warden

No update.

d) First Aid Training

Twelve parishioners attended on 1st June 2019 and found the training to be very good.

7. To note Correspondence received

- a) Clerks & Councils Direct Magazine
- b) Topcroft's PCC thank you letter for grant

8. AOB

The Clerk informed she was organising a NALC Councillor training session for Ditchingham Parish Council and would invite TPC's Councillors to attend and share costs.

9. To receive items for the next Agenda

None

10. To confirm the next year's meeting dates:

- Monday 9th September 2019 at 7.30pm
- Monday 11th November 2019 at 7.30pm
- Monday 13th January 2020 at 7.30pm
- Monday 9th March 2020 at 7.30pm
- Monday 11th May 2020 at 8.15pm – APM & AGM
- Monday 13th July 2020 at 8.15pm

The meeting closed at 8.35pm

Signed: _____ (Chair)

Date: _____