

Topcroft Parish Council

PARISH COUNCIL MEETING

Topcroft Pavilion

Monday 12th July 2021 at 7.30pm

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

Clerk/Responsible Financial Officer (RFO): Sally Chapman

Also present: County Council Barry Stone, District Councillor Michael Edney and seven parishioners

PUBLIC FORUM

A. To receive reports from the County and District Councillors

(Full report on TPC's website: topcroftpc.norfolkparishes.gov.uk)

County Councillor Stone's main points:

- Chair of the Infrastructure and Development Committee responsible for developing the new Norfolk Environmental Policy and spoke of his council responsibilities for the coming year.
- Local Member Fund of £10,000.
- The Chair raised TPC's issues including speeding through the village and the possibility of extending the speed limit and the need for kissing gates on a footpath. Cllr Stone agreed to look into these issues and asked the Clerk to forward information.

Action: Clerk

District Councillor Edney gave a verbal report, main points:

- South Norfolk Council are mainly still working from home and many will continue to do so.
- Responsible for environmental health in restaurants, public houses, bins etc.
- A public consultation on recycling and waste is underway.
- South Norfolk Village Clusters Housing Allocations Plan and Consultation update.

B. Public Forum – for Members of the Public

Parishioners voiced their concerns re speeding through the village and the planning application No. 2021/1392 and exchanges their views with Councillors.

MINUTES

1. To consider Apologies for Absence

Cllr Eastell – apologies accepted.

2. Declaration of Interests and Consider Requests for Dispensation

6.e) & f) Planning Application Ref. 2021/0498 and 0499

Cllr Trevor Potter - Pecuniary Interest as the property owner.

3. To Approve the Minutes and Decisions from the last Meeting held

The Minutes from the meeting held on 6th May 2021 were confirmed unanimously as a true and accurate record.

4. Matters Arising from the Minutes not on the agenda

None

Signed

Date

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5. Finance

a) To Confirm the Internal Auditor for 2021-22

The Clerk confirm the appointment of Mr Trevor Brown as the Internal Auditor for 2021-22.

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

Councillors resolved unanimously to approve the reports and following Income and Expenditure.

Date	Ref.	Income	Amount
		None	
		Total	£ -
Date	Ref.	Expenditure	Amount
28/05/2021	STO	Clerk's Salary - May	£ 115.71
02/06/2021	100520	CAS Insurance	£ 127.68
02/06/2021		Transfer from Saver Account - £1,000	
14/06/2021	STO	ICO - Data Protection Registration	£ 35.00
28/06/2021	STO	Clerk's Salary - June	£ 115.71
12/07/2021	100521	Clerk's Expenses June & July	£ 122.26
12/07/2021	100522	P. King - Grass Cutting	£ 55.00
		Total	£ 571.36

c) Bus Shelter Hard-standing Access – update

The Clerk has been advised work is scheduled for 30th August-5th September 2021 by NCC.

District Councillor Edney confirmed he would be giving a grant towards this project and was thanked by the Council.

6. Planning Applications and Decisions (circulated as received)

a) South Norfolk Village Clusters Housing Allocations Plan - Regulation 18 Consultation

Councillors discussed and agreed unanimously with SNC's decision that sites SN2029SL (site 1) (assessed with SN2146) (over 3 sites) 0.6ha West of Topcroft Street is unreasonable for a SL Extension.

Applications

b) Ref. No. 2021/1392

Location: Land West of Mill Road, Topcroft

Proposal: Outline planning permission for 4 no. new 4-bedroom dwellings

Cllrs discussed and resolved to object to planning application 2021/1392 for the following reasons:

- A possible flooding risk and lack of wastewater capacity.
- Three close neighbours have to pump water away from their properties in bad weather and over winter.
- There is often stagnant water in Church Lane due to poor drainage.
- Poor accessibility and increased traffic on a minor road.
- The houses would over-shadow existing houses and the four houses would be very close together.
- Insufficient car parking spaces at the properties and in the location.
- Outside of the village development area.
- The houses are out of character for the village.
- Remote from local services, primary school and no footway.

Signed

Date

Topcroft Parish Council

- Limited bus service and employment opportunities.

Councillors noted the following applications and decisions:

c) Ref. No. 2021/1264

Location: Cherry Tree Cottage, Topcroft Street Topcroft NR35 2BL

Proposal: Demolition of existing garage and erection of new cart lodge and studio.

Status: Pending (*comments closed*)

d) Ref. No. 2021/1101

Location: Barford Farm Barford Road Topcroft NR35 2BB Proposal:

New general purpose and livestock agricultural building.

Status: Pending (*comments closed*)

e) Ref. No. 2021/0498

6.e) & f) Planning Application Ref. 2021/0498 and 0499 - Cllr Trevor Potter - Pecuniary Interest as the property owner and did not comment.

Location: Moat House Church Road Topcroft Norfolk NR35 2BH

Proposal: Installation of solar panels on ground level.

Status: Pending (*comments closed*)

f) Ref. No: 2021/0499

Remove and replace windows on south, north and west elevations. Remove door and replace with window and brick up on east elevation

Moat House Church Road Topcroft Norfolk NR35 2BH

Received: Sun 07 Mar 2021 | Validated: Fri 23 Apr 2021 |

Status: Pending (*comments closed*)

Decisions

g) Ref. No. 2021/0705

Location: Low Farm Snakes Lane Topcroft Norfolk NR35 2BU

Proposal: Additional static caravan within the boundary of the Topcroft Fishing Lake for holiday letting. Status: Approved

h) Ref. No: 2021/0717

Addition of a first floor to dwelling, together with engineering operations

Aquarium Topcroft Street Topcroft Norfolk NR35 2BL

Received: Wed 24 Mar 2021 | Status: Approved

i) Ref. No: 2021/0550

Erection of polytunnel 5.5m x 10.7m

Stackyard Barn Barford Road Topcroft NR35 2BB

Received: Wed 10 Mar 2021 | Status: Approved

j) Ref. No: 2021/0541

Erection of new external entrance porch

Topcroft Hall Topcroft Street Topcroft NR35 2BJ

Received: Wed 10 Mar 2021 | Status: Approved

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7. Village Issues

a) Highways

- Cllr Dye asked the Clerk to contact NCC again re the blockage under Rookery Lane
- Pothole near the Ford.
- Water trickling down the bottom of Church Road/The Street.
- Edges of Wash Lane breaking up and crumbling.

Action: Clerk report all above

b) Footpaths

- FP3's access - update

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

- FP9 Bridge at last the bridge has been replaced by NCC.

- Cllrs agreed to purchase 10 permissive path discs for Topcroft's footpaths.

c) Defibrillator Check – update

Cllr Thomson and the Clerk met a Bungay First Responder and learnt how to maintain the defibrillator, replace the pads and battery. The new pads have now been fitted.

8. To note Correspondence received

a) Safer Neighbourhood Teams Summer Tour

23rd July 2021 - 13:00-14:30 at The Street, by Village Hall Topcroft

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

Cllr Frampton raised concerns of the recent hedge and grass cutting around the fields in the village whilst birds were possibly still nesting.

10. To receive items for the next Agenda

None

11. To note the next Meeting Dates:

- Monday 13th September 2021 at 7.30pm
- Monday 8th November 2021 at 7.30pm

The meeting ended at 9.10pm