

Topcroft Parish Council

PARISH COUNCIL MEETING *held by Zoom on* **9th November 2020 at 7.30pm**

Attended: Peter Rout (Chair), Stephen Dye (Vice Chair), Nicola Eastell, Robin Frampton, Trevor Potter, Kathy Tomson

Clerk/Responsible Financial Officer: Sally Chapman

Also present:

PUBLIC FORUM

A. To receive reports from the County and District Councillors

The County and District Councillors sent reports on website: <https://topcroftpc.norfolkparishes.gov.uk>

B. Public Forum – for Members of the Public

No questions

MINUTES

1. To consider Apologies for Absence

Cllr Skinner (internet issues) – apologies accepted.
County Councillor Margaret Stone & District Councillor Michael Edney.

2. Declaration of Interests and Consider Requests for Dispensation

None

3. To Approve the Minutes from the meeting held on 14th September 2020

[The Minutes from the meeting held on 14th September 2020 were confirmed unanimously as a true and accurate record.](#)

4. Matters Arising from the Minutes not on the Agenda

None

5. Finance

a) Clerk's Salary

At NALC's recent salary increase the Clerk noted she was not being paid the correct hourly rate. The Internal Auditor advised (email circulated) the pay scale changed in 2018 and the Clerk asked him to calculate the correct increase from 1st April 2020 (foregoing 2018 and 2019), which is £6.72pcm/£1.55 pw. Councillors agreed unanimously to correct the Clerk's salary as stated above from 1st April 2020.

b) To receive the current Financial and Budget Reports & Approve Payments

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

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Date	Income	Ref.	Amount
28/09/2020	Precept 2/2 payment	Credit	£ 1,400.00
	Total		£ 1,400.00
	Expenditure		
30/09/2020	Topcroft Pavilion Hire 2019/20 - (re-issued cheque)	100505	
30/09/2020	Topcroft Recreation Grounds Grant of CIL Money - (re-issued cheque)	100506	
29/08/2020	Clerk's Salary - September	STO	£ 115.71
28/10/2020	Clerk's Salary - October	STO	£ 115.71
09/11/2020	Clerk's Expenses - October-November	100507	£ 17.20
09/11/2020	Clerk's Backpay from 1st April 2020 - 30th September 2020	100508	£ 40.30
09/11/2020	SNC Dog Bin Annual Charge	100509	£ 262.56
	Total		£ 551.48

Clerk's comment: Once payments are approved the cheques will be posted to the Chair & Cllr to sign.

c) To agree the Budget and Precept 2021-22

Councillors discussed the Budget and Precept for 2021-22 and agreed unanimously the Budget and to keep the Precept at £2,800 the same as the previous year.

6. The Local Government Boundary Commission - Division Boundaries for Norfolk

Proposals for new divisions, division boundaries and division names for Norfolk County Council. Limited time is left for you to have your say before the consultation closes on 23 November 2020.

<https://consultation.lgbce.org.uk/have-your-say>.

Clerk's Comment: At the January 2020 meeting: Cllrs discussed and agreed Topcroft would be better served in the Hempnall Ward because of closer links.

The Chair reminded Councillors to 'Have their Say' on this consultation and asked the Clerk to put forward TPC's comment again:

Topcroft would be better served in the Hempnall Ward because of closer links.

Action: Clerk

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

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.

8. Village Issues

a) Highways - Drains/Potholes/Gullies/Issues

- Bus Shelter

Cllrs raised the issues again of the area in front of the bus shelter: buses and large vehicles have eroded the verge away leaving mud, potholes and standing water and with no lights in the bus shelter and dark nights this area is dangerous for bus passengers. Cllrs agreed the area needed to be kerbed and the road filled and tarmacked and asked the Clerk to contact NCC again.

Action: Clerk

- Potholes

Rectory Road - Several parishioners reported the potholes and dangerous condition of this road.

Hill Farm, Rectory Road - large deep pothole.

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Barford Farm – large deep pothole (reported twice before).

Action: Clerk

- Other Issues

Mill Road – S bed triangular sign missing.

Red House Farm – crossroad sign damaged.

Barford Road – blocked gullies causing flooding.

The Street/Church Road – signpost finger pointing to Bedingham/Alburgh missing.

Action: Clerk

b) Footpaths

- FP3 Access and Kissing Gates

Cllrs discussed kissing gates/styles on the realigned path as the horses' owners are concerned gates may be left open. The Clerk is in contact with NCC asking for help/advice and the Chair will speak to the landowners again. A small sleeper bridge to be installed and permissive path discs have been purchased.

Action: Chair & Clerk

- FP4 Blockage

The Chair confirmed the footpath is clear and it runs down the righthand side of the hedge.

- FP9 Bridge – update.

NCC informed on 21st July 2020 they would: Remove and replace ligger bridge with 3xplank 3.2 bridge. Cover with chicken wire & secure and remove vegetation from around bridge.

No action as yet, Clerk to contact NCC.

Action: Clerk

9. To note Correspondence received

None

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

- Cllrs spoke of the very poor Broadband in some parts of the village and asked the Clerk to contact NCC Better Broadband for Norfolk again to see if this can be improved.

Action: Clerk

11. To receive items for the next Agenda

None

12. To note the Next Year's Meeting Dates:

- Monday 11th January 2021 at 7.30pm
- 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 13th September 2021 at 7.30pm
- Monday 8th November 2021 at 7.30pm

The meeting ended at 8.50pm