

Topcroft Parish Council

Minutes from Topcroft Parish Council's Meeting held at Topcroft Pavilion on Monday 10th September 2018 at 7.30pm

Present: Peter Rout (Chair), Step Dye (Vice Chair), Kevin Andrews, Nicola Eastell, Trevor Potter, Kathy Thomson

Clerk/Responsible Financial Officer: Sally Chapman

Also present: District Councillor Murray Gray and six parishioners

Public Forum

A. To receive reports from the County and District Councillors

CC Margaret Stone

Not present and no report received.

DC Murray Gray main points:

- **Grant** - The £100 grant from SNC towards Topcroft's WW1 event on 11 November was approved and has been paid. The Chair thanked Cllr Gray for the grant.
- **Partnership with Broadland Council** - As predicted at your last meeting, the formal collaboration with Broadland was confirmed on 12 July. The Councils will remain independent but will share their staff. A joint Managing Director will be appointed at the end of this month, to take the place of the 2 Chief Executives, and should be in post for 1st January 2019.

B. Members of the Public

No comments or questions from the parishioners' present.

Main Meeting

1. To consider Apologies for Absence

Cllr Giffard – apologies accepted.

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

None.

3. To approve the Minutes of the Meetings held on 9th July 2018

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 Report and Approve Cheques

The Clerk read out the Finance and Budget Reports.

The following Income and Expenditure were agreed unanimously and signed by the Chair.

Signed: _____ (Chair)

Date: _____

Topcroft Parish Council

Date	Income	
	None	£ -
	Expenditure	
30/07/2018	Clerk's Salary - July	£ 87.53
28/08/2018	Clerk's Salary - August	£ 87.53
10/09/2018	Clerk's Expenses and overtime - July/August	£ 30.20
	Total	£ 205.26

5. Policies

a) Updated Standing Orders (latest version from NALC)

Cllrs agreed unanimously to adopt the updated Standing Orders Policy.

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

Cllrs noted:

Applications

None

Decisions

a) 2018/1095

Applicant: Mr Christopher Aylett

Location: The Old School Lodge, Mill Road Topcroft NR35 2BW

Proposal: Installation of Sewage Treatment Plant and rear house extension.

Status: Approval with Conditions

b) 2018/1116

Applicant: Mr Stephen Dye

Location: Topcroft Sportsfield Pavilion Topcroft Street Topcroft NR35 2BL

Proposal: Proposed front extension and internal alterations.

Status: Approved with Conditions

Land Registration Application

c) Land adjoining Bramble Cottage

The Chair informed he had contacted the Chair of the Poor Land's Charity regarding this registration and he agreed with this application.

Cllrs agreed unanimously to support this application.

7. Village Issues

a) Highways and Potholes

Cllrs reported:

- Potholes opposite Longwood House on Denton Road and Rookery Lane.

- Speed limit sign on Rookery Lane (the Street end) has fallen off.

- Barford Road/Barondale Lane direction sign fallen over.

Clerk to report.

Action: Clerk

b) Footpaths

Missing footpath signs have been replaced.

Signed: _____ (Chair)

Date: _____

Topcroft Parish Council

c) Conservation Area

The Conservation area editorial in the Parish Magazine did not receive any responses.

d) Tree Warden

The Tree Warden has been watering the newly planted trees throughout summer, but unfortunately one has died and will be replaced.

e) First Aid Training

Three parishioners and two Councillors have expressed an interest in a First Aid course. Cllr Eastell agreed to look for some suitable courses.

Action: Cllr Eastell

f) Defibrillator – update

Cllr Andrews has now successfully set the code and circulated. The Chair thanked him for doing this and the Clerk has registered the number. The battery and pads will need replacing in November and the Clerk will make enquires re their replacement.

Action: Clerk

8. South Norfolk Constabulary Public Meeting

Cllr Thomson attended the meeting and found it beneficial.

- PC Heather Field is the local Beat Manager contact details: 101 Ext: 3885

FieldH@norfolk.pnn.police.uk and she replies on 101 calls to keep her informed. PC Field would like to attend some events in Topcroft and will be invited in the future.

- Speed Watch hand held devices are available for groups of three people to use to monitor speeds.

9. To note Correspondence received

a) Mr McNiff's letter to the Clerk dated 6th August 2018 (circulated) – no comments from Councillors.

b) Clerks & Councils Direct Magazine – circulated.

10. AOB

None

11. To receive items for the next Agenda

None

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

- 12th November 2018 at 7.30pm

The meeting closed at 8.05pm

Signed: _____ (Chair)

Date: _____