

# Topcroft Parish Council

**To Members of the Council & Parishioners**  
**ANNUAL PARISH MEETING**  
**to be held at Topcroft Pavilion on**  
**11th May 2015 at 7.30pm**

1. Apologies
2. To approve the Minutes of the meeting held 12th May 2014
3. Matters arising
4. Chairman's yearly report
5. Finance yearly report
6. District Councillor's yearly report
7. County Councillor's yearly report
8. Public Questions

**To members of the Council**  
**You are hereby summoned by the Clerk to attend the next**  
**PARISH COUNCIL MEETING**  
**to be held at Topcroft Pavilion on**  
**11th May 2015 at 7.30pm**

## **AGENDA**

All newly elected Councillors to complete a **DECLARATION OF ACCEPTANCE OF OFFICE** and signed by a witness before the start of the meeting.

1. To appoint a Chairman
2. To appoint a Vice Chairman
3. To consider Apologies for Absence
4. To record Declarations of Interests and to consider Requests for a Dispensation
5. Co-option to fill Casual Vacancies
6. To approve the Minutes of the meeting held on 9<sup>th</sup> March 2015
7. To received reports from District and County Councillors
8. Parishioners Forum - Matters of Concern
9. To finalise Clerk's Contract
10. Finance
  - a) To receive the Financial Report and Approve cheques (circulated prior to meeting)
  - b) To confirm & sign the Annual Audit return
11. Planning Applications (circulated prior to meeting)

**Sally Chapman**  
Parish Clerk



**Date: 5 May 2015**

# Topcroft Parish Council

## 12. Village Issues

- a. Highways and Potholes
- b. Footpath 3
- c. Dog bins
- d. Broadband Survey update
- e. Wash Lane
- f. Wind Farm Update
- g. Norfolk RCC Fuel Buying Scheme

## 13. Notice Board name plate - update

## 14. To notice Correspondence received

## 15. To receive items for the next Agenda

## 16. Confirm meeting dates/times: Monday 13<sup>th</sup> July 2015 - 7:30pm