

Topcroft Parish Council

Minutes from Topcroft Parish Council's Meeting held at Topcroft Pavilion on Monday 14th September 2015 at 7.30pm

Present: Peter Rout (Chair), Trevor Potter (Vice Chair), Stephen Dye (SD), Nicola Green (NH), Kathy Hipper (KH), Kathy Thomson (KT)

Clerk/RFO: Sally Chapman

Also Present: Three parishioners

1. To consider Apologies for Absence

Hannah Gifford and Murray Gray – apologies accepted.

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

None.

3. To approve the Minutes of the Meeting held on 13th July 2015

The Minutes of the meeting were confirmed as a true and accurate record and were signed by the Chair of the Parish Council. *Proposed SD, 2nd KT – unanimous.*

Broadband - The Chair informed BT will be installing a new cabinet in Topcroft this month ready for the improved Broadband service.

4. To receive reports from District and County Councillors

The Chair read out a report from District Councillor Gray noting he is offering Topcroft a grant of £200 towards a project other than noticeboards, which he has recently supported.

5. Parishioners Forum - Matters of Concern

None.

6. Finance - To receive the Financial Report and Approve Cheques (circulated at meeting)

The Clerk read out the finance and the budget report and the following were approved for payment: *Proposed SD, 2nd PR – unanimous.*

Signed: _____ (Chair)

Date: _____

Topcroft Parish Council

Payments

Clerk's Salary Aug/Sep	£ 156.58
Clerk's Expenses Aug/Sep	£ 70.00
P & G King grass cutting	£ 60.00

7. Planning Applications (circulated prior to meeting)

None.

8. Village Issues

a. Highways and Potholes

- It was noted some potholes had been repaired and some resurfacing had yet to be completed around the village.
- A large pothole was reported near the bus shelter and subsidence on Rookery Lane near Rookery Farm/Bungalow. The post on the Z bends sign has rusted through opposite the Post Box on the junction of Church road and Rectory Road and needs replacing. The name signs need cleaning.
Clerk to report.

Action Clerk

b. Footpaths

- Councillors discussed the footpaths and signs around the village and asked the Clerk to re-circulate the footpath map.
- HG asked Councillors to walk the footpaths with her and will inform the Clerk of any missing signs and blockages so it can be reported to NCC.
- The Chair asked the Clerk to put a notice in the parish magazine to advise Councillors will be walking and surveying the footpaths in Topcroft.

Action HG

Action Clerk

- The Chair informed the Parish Council that they had no powers of enforcement to maintain footpaths - it is NCC responsibility and only footpaths on NCC Definitive Map are recognised.
- The Vice Chair reported he had tried to repair the footpath notice board, but was unable to do so. As it is NCC notice board and map and the Clerk was asked to contact NCC for a replacement.

Action Clerk

c. Dog bins

- No issues. KT told Councillors of a Stick and Flick scheme of removing dog waste from paths in rural areas. She said she would investigate further.

Action KT

Signed: _____ (Chair)

Date: _____

Topcroft Parish Council

d. Wash Lane

The drainage was discussed on Wash Lane and the gravel washed onto the road. The Chair said he would ask the landowner to clear the ditch to help prevent this.

Action Chair

e. Norfolk RCC Fuel Buying Scheme

Councillors circulated the Norfolk RCC fuel buying scheme information to all parishioners in early September and a few responses had been received. The Vice Chair had contacted the coordinator of Denton/Alburgh fuel buying scheme and Topcroft parishioners could join their scheme. After discussion it was agreed this was a better option than a small scheme in Topcroft and all interested parties would be contacted by the Clerk.

Action Clerk

f. Topcroft Poor Lands Charity

Eric Herring and Trevor Potter were nominated for trustees.

Proposed PR, 2nd NG – unanimous.

g. Hedges

- Overgrown hedges were reported at Low Road, Church Road, Mill Road and The Street. Clerk to report.

Action Clerk

- KH asked if there were any tree preservations in the village and it was unknown. Councillors also discussed if the centre of the village should be a conservation area. Clerk to find information.

Action Clerk

9. Notice Board name plate – update

TP advised he would get another quote.

Action TP

10. To notice Correspondence received

- A letter from Topcroft Sports and Social Club thanking TPC for the donation towards their refurbishments.

11. AOB

None.

12. To receive items for the next Agenda

None.

13. Confirm meeting dates/times:

- Monday 9th November 2015 - 7:30pm

The meeting closed at 8.55pm

Signed: _____ (Chair)

Date: _____