

# Topcroft Parish Council

**To Members of the Council**  
**You are hereby summoned by the Clerk to attend the next**  
**PARISH COUNCIL MEETING**  
**Topcroft Pavilion**  
**Monday 13th March 2017 at 7.30pm**

## **PUBLIC FORUM**

- A. To receive reports from the District and County Councillor**
- B. Public Forum – for Members of the Public**

## **AGENDA**

- 1. To consider Apologies for Absence**
- 2. To record Declarations of Interests and to consider Requests for a Dispensation**
- 3. To approve the Minutes of the Meeting held on 9<sup>th</sup> January 2017 and Matters Arising**
- 4. Finance**
  - a) To receive the Financial Report and Approve Cheques (circulated prior to meeting)
  - b) Topcroft PCC Donation Request
  - c) To appoint an Internal Auditor for 2016/17
- 5. Policies Annual Review** (*circulated prior to meeting*)
  - a) Code of Conduct
  - b) Financial Regulations
  - c) Publication Scheme
  - d) Standing Orders
- 6. Planning Applications and to note Decisions** (*circulated prior to meeting*)
  - a) Applications/Decisions

### **Appl Number : 2017/0096**

Applicant : Mr & Mrs John And Wendy Dodding  
Location : Gardiners Cottage Topcroft Street Topcroft NR35 2BL  
Proposal : Two timber garden sheds in the rear garden  
Decision : Approval with Conditions  
Delegated Date of decision : 21 February 2017

### **Appl Number : 2017/0033**

Applicant : Mr & Mrs T Mulcahy  
Location : Cobweb Cottage Topcroft Street Topcroft NR35 2BL  
Proposal : Revison to planning permission reference 2016/2283. Change roof from fully glazed to clad with reclaimed clay pantiles with glazed section not

exceeding 1.0m2

Decision : Approval with Conditions

Delegated Date of decision : 20 February 2017

**Appl Number : 2017/0164**

Applicant : Mr Andrew Wiley

Location : Stackyard Cottage Barford Road Topcroft NR35 2BB

Proposal : Non material amendment following 2016/1307/H Erection of 3 sheds – amendments to windows

Decision : Approval with no Conditions Delegated

Date of decision : 7 February 2017

b) To Approve a Planning Procedure

**7. Village Issues**

- a) Highways and Potholes
- b) Footpaths / Computer Mapping Software
- c) Wash Lane/Rectory Road
- d) Conservation Area
- e) TPO Trees/Tree Warden
- f) Defibrillator – update

**8. Notice Board name plate – update**

**9. To note Correspondence received**

- SNDC Big Litterpick

**10. AOB**

- Community Governance Review

**11. To receive items for the next Agenda**

**12. To confirm the next meeting date:**

- Monday 8<sup>th</sup> May 2017 at 7.30pm – AGM & Annual Parish Meeting

**Sally Chapman** *S. G. Chapman*  
**Clerk to Topcroft Parish Council**

**Date:** 7th March 2017