

Topcroft Parish Council

To Members of the Council

You are hereby summoned by the Clerk to attend the next

PARISH COUNCIL MEETING

The meeting will be held in the Sports Pavilion

Monday 13th May 2024

To be held after the Annual Parish Meeting starting at 7.30 pm

PUBLIC FORUM

A. To Receive Reports from the District and County Councillors

Reports circulated via email and published on website: <https://topcroftpc.norfolkparishes.gov.uk>

B. Public Forum – for Members of the Public

Members of the public are very welcome to join the meeting.

AGENDA

1. To Appoint a Chair
2. To Appoint a Vice Chair
3. To Approve Apologies for Absence
4. Declaration of Interests and Consider Requests for Dispensation
5. To Approve the Minutes and Decisions from the Meeting held on Monday 11th March 2024
6. Finance
 - a) To Approve the End of Year Accounts 2023/24
 - b) To Approve the Internal Auditor's Report for 2023/24
 - c) To Approve the Annual Audit Return Sections 1 & 2
 - d) To Consider a Certificate of Exemption from a Limited Assurance Review
 - e) To Appoint the Internal Auditor for 2024-25
 - f) To Receive the Financial & Budget Reports and Approve the Income & Expenditure
 - g) To Approve an Insurance Quotation
 - h) To Consider a new Defibrillator Cabinet
7. Planning Applications and Decisions (*circulated as received*)

To review the listed Planning Applications and any additional Applications issued after the Agenda is published.

Applications

 - a) **2024/0616**

Barn South West Of Low Farm Snakes Lane Topcroft Norfolk
Proposal: Proposed single storey rear extension for outdoor living area to holiday-let.
Application Type: Full Planning Permission
Comments closed date: 07/04/2024
Status: Pending Consideration
 - b) **2022/2230**

Outline Planning Permission for a New Dwelling with Separate Garage
With all matters reserved except for access (revised from 2021/1392)
Location: Land West of Mill Road Topcroft Norfolk
Application Type: Outline Planning Permission
Status: Pending Consideration
[Councillors agreed to OBJECT \(carried\) to this planning application with comments at the 5th December 2022 Meeting.](#)

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Decisions

c) First Floor Rear Extension

Church Cottage Church Road Topcroft Norfolk NR35 2BH

Ref. No: 2024/0121 | Received: Mon 15 Jan 2024 | Validated: Mon 15 Jan 2024

Status: Approval with Conditions

8. Village Issues

a) Highways

- Drains/Potholes/Gullies Issues
- Road Weight Restrictions

b) Footpaths

c) Village Asset Maintenance – *update*

9. To Note Correspondence Received

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

a) The King's Portrait

11. To Receive Items for the next Agenda

12. To Note the Next Meeting Dates

- Monday 8th July 2024 - 7.30 pm
- Monday 9th September 2024 - 7.30 pm
- Monday 11th November 2024 - 7.30 pm

S. G. Chapman

Sally Chapman

Clerk to Topcroft Parish Council

Date: 1st May 2024