

Topcroft Parish Council

To Members of the Council

You are hereby summoned by the Clerk to attend the next

PARISH COUNCIL MEETING

Topcroft's Sports Pavilion

Monday 19th May 2025

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

All reports are published on TPC's website: <https://topcroft-pc.gov.uk>

B. Public Forum – for Members of the Public

Members of the public are very welcome to attend the meeting and raise issues.

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 17th March 2025

6. Finance

a) To Approve the End of Year Accounts 2024-25

b) To Approve the Internal Auditor's Report for 2024-25

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 2025-26

f) To Receive the Financial & Budget Reports and Approve the Income & Expenditure

g) To Consider Insurance Quotation

7. Planning Applications and Decisions (*circulated as received*)

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

Applications

a) 2025/0449

Location: Low Farm Snakes Lane Topcroft Norfolk NR35 2BU

Proposal: Notification for a prior approval for change of use, partial demolition and cladding of existing agricultural buildings to create 4 x dwelling houses

Application Type: Prior Notification - Agricultural to Residential

Status: Pending Consideration

Councillors approved planning application 2025/0449, recognising that the existing farm buildings are no longer suitable for modern agricultural machinery. It was considered preferable to repurpose the disused agricultural buildings for residential use rather than allowing them to deteriorate into disrepair.

b) 2025/0367

Location: Hill Farm Rectory Road Topcroft Norfolk NR35 2BT

Proposal: Conservation works and minor remodelling of the Grade II listed farmhouse with energy efficiency improvements. Demolition of two structures within the curtilage.

Application Type: Listed Building Consent

Status: Pending Consideration (*Comments closed*)

Topcroft Parish Council

Decisions

None

8. Village Issues

a) Highways

- Drains/Potholes/Gullies Issues
- Blocked Culvert at Long Wood
- Road Weight Restrictions – *update*
- 30 mph Limits – *update*
- Church Road New Gateway & Filled Ditch – *update*

b) Footpaths

c) Litter Picking

9. To Note Correspondence Received

a) East Pye Solar Farm - *update*

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

a) Lighting at Spring Lane Fruit Farm, Hempnall - *update*

b) Restart a Heart Day - 16 October 2025

c) NCC - Planting on Verges

11. To Receive Items for the next Agenda

12. To Note the Next Meeting Dates

- Monday 21st July 2025 - 7.30 pm
- Monday 15th September 2025 - 7.30 pm
- Monday 17th November 2025 - 7.30 pm

S. G. Chapman

Sally Chapman

Clerk to Topcroft Parish Council

Date: 13th May 2025