

Topcroft Parish Council

PARISH COUNCIL MEETING

Topcroft Pavilion

Monday 9th September 2024 - 7.30 pm

Attended: Step Dye (Vice Chair), Daphne Beckett, Nicola Eastell, Robin Frampton, Trevor Potter & Kathy Thomson

Clerk & Responsible Financial Officer (RFO): Sally Chapman

Also present: District Councillor Martyn Hooton and one parishioner

PUBLIC FORUM

A. To Receive Reports from the County and District Councillor

District Councillor Martyn Hooton – verbal report summary:

- The Long Stratton Bypass is progressing well and remains on schedule.
- Household recycling centres are now closed on Wednesdays. From November, a new booking system will be introduced, requiring all drop-offs to be pre-booked.
- The Government has placed the planned 2026 household food waste collection service on hold.
- A new town is being considered on the other side of Attleborough.
- The Planning Policy Framework is currently under review.

B. Public Forum – for Members of the Public

No questions

MINUTES

1. To Approve Apologies for Absence

Apologies were Approved and Accepted from Cllr Rout.

Cllr Dye Chaired the meeting.

2. Declaration of Interests and Consider Requests for Dispensation

None

3. To Approve the Minutes and Decisions from the Meeting held on Monday 8th July 2024

The Minutes from the Meeting held on Monday 8th July 2024 were confirmed unanimously as a true and accurate record and signed by the Chair.

4. Finance

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

Councillors Resolved unanimously the following Receipts and Expenditure:

Date	Ref.	Income	Receipts	Payments
08/07/2024	8	Defibshop - Defibrillator Replacement Lid		£ 175.80
08/07/2024	9	The Royal British Legion - Donation		£ 25.00
28/07/2024	S/O	Clerk's Salary - July		£ 146.25
28/08/2024	S/O	Clerk's Salary - August		£ 146.25
09/09/2024	10	NALC - Internal Audit		£ 150.00
09/09/2024	11	Clerk's Expenses August/September		£ 12.00
09/09/2024	12	SNC - New Dog Bin (pro-rata for last year)		£ 62.89
09/09/2024	13	SNC - 3 Dog Bins		£ 486.00
		Total	£ -	£ 1,204.19
			Total Restricted Reserves	£ 1,452.85
			General Reserve	£ 3,151.69
			Total	£ 4,604.54

Signed

Date

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b) Defibrillator Cabinet Lid – *update*

Cllrs confirmed the replacement defibrillator cabinet lid had been received and fitted.

c) Clean Up and Bloom Grant Expenditure

- To Consider Quotations for Maintenance and Tree Pruning

The Clerk received a quotation from a handyman for the maintenance of assets, as agreed at the last meeting, and circulated it to Councillors on 20th August 2024, along with the maintenance specifications. A grant of £300 has been received for this work.

Since then, a Councillor has partially maintained some of the items on the list, making the quotation invalid. Councillors requested that the bench near the village sign be added to the list. The Clerk said she would speak to the handyman and thinks TPC may have to return the grant. **Action: Clerk**

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

Applications

a) 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.](#)

The Clerk reported that there has not been an update on the above planning application.

Decisions

None

6. Village Issues

a) Highways

- Drains/Potholes/Gullies Issues

No issues reported.

- Road Weight Restrictions – *update*

Waiting for NCC Highways to respond.

- Roadside Nature Reserves – *update*

NCC Norfolk Green Spaces have advised that they will be replacing the destroyed nature reserve post by spring 2025.

- 30 mph Limits – *update*

Waiting for NCC Highways to respond.

- Leaning Telegraph Pole – *update*

The Clerk reported the leaning telegraph pole, as advised by a Councillor, and was informed that it was not an Openreach pole but an electricity pole. The Clerk forwarded the details to the Councillor to confirm if it is a UK Power Networks electricity pole. **Action: KT**

- Parking at the Church, New Gateway & Filled-in Ditch

TPC has received a letter from the Churchwarden of St Margaret's Church explaining the new parking arrangements and the upcoming installation of a drainage pipe in the filled-in ditch.

b) Footpaths

No issues reported. Cllrs requested the NCC Highways & Footpath reporting link. **Action: Clerk**

c) Village Asset Maintenance – *update*

As Minute 4. c).

7. To Note Correspondence Received

a) Royal British Legion - thank you letter

Signed

Date

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

a) Tree Overhanging Church Road

A Cllr reported an overhanging tree and offered to report.

Action: KT

9. To Receive Items for the next Agenda

a) Budget & Precept Setting for 2025/26

The Clerk asked Councillors to consider any projects for Topcroft.

10. To Note the Next Meeting Dates

- Monday 11th November 2024 - 7.30 pm

11. To Note Correspondence Received

a) Invitation to Bid for Parish Partnership 2025/26

50/50 Grants for local highway improvements.

The meeting ended at 8.32 pm