

Topcroft Parish Council

FULL COUNCIL MEETING

Topcroft Sports Pavilion

Monday 21st September 2026 - 7.30 pm

Councillors: Step Dye (Vice Chair), Daphne Beckett, Trevor Potter & Kathy Thomson

Clerk & Responsible Financial Officer (RFO): Sally Chapman

Also present: County Councillor Karl Catchpole & one parishioner

PUBLIC FORUM

A. Public Forum – for Members of the Public

The parishioner asked the County Councillor the following questions and he took notes:

- **Long Stratton Recycling Centre:** Whether there is any update on the possibility of the Long Stratton Recycling Centre reopening. The County Council advised that this could possibly happen in 2029.
- **Fairstead Lane:** In the Krons area, whether Fairstead Lane could be widened where it joins the A140, as this is a single-track road carrying a considerable amount of traffic and can be dangerous.
- **Local Government Reform:** Whether Norfolk County Council will be reimbursed for the £1.3 million cost associated with the proposed Local Government Reform arrangements, which have now been cancelled.
- **Mobile Phone Coverage:** Whether there is any possibility of improving mobile phone coverage in Topcroft, as the current signal is very poor, and whether mobile phone companies could be encouraged to improve coverage.

B. To Receive Reports from the County Councillor and District Councillor - All reports are on [TPC's Website](#)

County Councillor Karl Catchpole gave an update on the following matters:

- **CityFibre:** CityFibre broadband infrastructure is currently being installed in Topcroft.
- **Elections:** It was noted that elections are due to take place in May 2027.
- **Morningthorpe Recycling Centre:** The County Councillor advised that the Recycling Centre is due to close on 31 October 2026.
- **Local Government Reform:** The County Councillor advised that the proposed local government reform has now been cancelled and will not be going ahead.
- **East Pye Solar:** The County Councillor advised that he had attended the East Pye consultation at Dunston Hall for three days during the previous week.

District Councillor Martyn Hooton sent apologies.

MINUTES

1. To Approve Apologies for Absence

Apologies were Accepted and Approved from Councillor Rout, Councillor Eastell & Councillor Frampton. Councillor 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 20th July 2026

The Minutes from the Meeting held on Monday 20th July 2026 were Approved unanimously as a true and accurate record and were signed by the Chair.

Signed

Date

Topcroft Parish Council

4. Finance

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

Councillors Resolved unanimously to Approve the following Receipts and Expenditure:

Date	Ref.	Details	Receipts	Payments
28/07/2026	S/O	Clerk's Salary - July		£ 158.06
31/07/2026	Fee	Bank Service Charge		£ 7.00
28/08/2026	S/O	Clerk's Salary - August		£ 158.06
31/08/2026	Fee	Bank Service Charge		£ 7.00
21/09/2026	9	RBL Donation (as approved at the July meeting)		£ 50.00
21/09/2026	10	The Workplace Depot - Grit Bin (as approved at the July meeting)		£ 113.99
21/09/2026	11	Clerk's Expenses & Pay Award - August & September		£ 39.08
21/09/2026	12	NALC - Website Domain		£ 69.48
		Total	£ -	£ 602.67
		Total Restricted Reserves		£ 1,281.05
		General Reserve		£ 4,122.46
			Total	£ 5,403.51

b) To Note the Clerk's NALC Contract Salary Award from 1st April 2026

Councillors noted the Clerk's contracted salary award from 1st April 2026.

c) Norfolk County Council (NCC) Invitation to Bid for Parish Partnership Grant 2027/28

Cllrs noted the Parish Partnership Grant 2027/28 above.

d) Grit Bin – update

The Clerk advised that the grit bin will now be ordered and will be delivered to Cllr Eastall. Norfolk County Council (NCC) will be contacted to request that the grit bin is added to the grit bin refilling service.

Action: Clerk

5. Planning Applications and Decisions - Click the application number to view.

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

Cllrs noted the following:

a) The Greater Norwich Local Plan - Link: [Call for Sites Report 2026](#)

One site on Barford Road, Topcroft put forward for housing.

Applications

b) 2026/2368

Location: Barn South West Of Low Farm Snakes Lane Topcroft Norfolk NR35 2BH

Proposal: Erection of gym and equipment store to holiday-let

Application Type: Full Planning Permission

TPC Decision: [The Parish Council has Resolved a Neutral Decision on this application with no comments.](#) SNC Status: Pending Consideration

c) 2026/1821

Location: Low Farm Boarding Kennels Snakes Lane Topcroft Norfolk NR35 2BH

Proposal: Discharge of Condition 3 (surface water drainage) of original planning reference 2026/0355 (Proposed portal framed building over existing kennel block and alterations to building A. Demolition to buildings C and E) dated 27.04.2026

Application Type: Approval of details reserved by condition

TPC Decision: [Approve with no conditions.](#) SNC Status: Approval with Conditions

d) 2025/0449

Proposal: Notification for a prior approval for change of use, partial demolition and cladding of existing agricultural buildings to create 3no dwelling houses

Signed

Date

Topcroft Parish Council

Location: Low Farm Snakes Lane Topcroft Norfolk NR35 2BU

Application Type: Prior Notification - Agricultural to Residential

TPC Decision: [Approved with Comments](#). SNC Status: Pending Consideration

Decisions

e) 2026/0725

Proposal: Erect a steel framed agricultural building used to temporarily store pig manure.

Location: Longwood House Denton Road Topcroft Norfolk NR35 2BA

TPC Decision: [Support without Comments](#). SNC Status: Approve with no conditions.

6. Village Issues

a) Highways - Drains/Potholes/Gullies Issues

- **Kings Road and Wash Lane:** Cllrs reported that these roads had been completely resurfaced and that NCC had carried out a good job.
- **CityFibre:** Now working in the village, installing telegraph poles and cables as part of the broadband network.

b) Footpaths

- **Request for clarification of Topcroft's Footpath 3 & Footpath 5 – c/f**
- **Group Walk of the Footpaths – c/f.** Cllrs requested a copy of the footpath map.

c) Litter Picking

- **Spring Lane Ditches Rubbish:** At the Hempnall Parish Council July meeting, the County Councillor requested that the rubbish in the ditch along Spring Lane, near Berries Direct, be reported to NCC. Hempnall Parish Council kindly agreed to do this.
- **B1527 Oxnead Lane:** Cllrs reported rubbish along the B1527 Oxnead Lane, at the Road Green junction near Nobbs's Corner. **Action Clerk – to report to NCC**

7. To Note Correspondence Received

a) East Pye Solar Farm – update

- Cllr Thomson advised that she attended the East Pye three-day consultation at Dunston Hall for two days and spoke on behalf of Topcroft Parish Council regarding the proposed 2,700 acres of solar panels planned for Hempnall and the surrounding villages.
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8. AOB (For discussion only – the Council cannot make decisions on non-agenda items)

a) Church Road Ditch – c/f

9. To Receive Items for the next Agenda

a) Budget & Precept 2027-28

10. To Note the Next Meeting Dates

- Monday 16th November 2026 - 7.30 pm

The meeting ended at 8.30 pm

Signed

2016/115

Date