

South Lopham Parish Council

Minutes of the meeting held at Valley Farm, Low Common.
Thursday 1 September 2016 7.30pm

1 Chairman's Opening remarks

JC welcomed DH and thanked him for attending despite feeling unwell. JC asked if anyone had seen the police speed trap which had been promised at the last SNAP meeting, RW confirmed he had. An email had been received from the resident in Pantiles complaining about the speeding/dangerous traffic, JC had been in contact and is awaiting a return call. A large branch had broken off from the tree by the War Memorial and requires clearing away along with a safety check – Clerk to pursue with Breckland/NCC. Work on the village sign is underway and it should shortly be re-erected.

2 To record attendance and consider the acceptance of apologies for absence.

Present:

Council Members: John Crisp (JC) (Chairman)
David Huggins (DH)
Sarah Martin (SM)
Jim Pursehouse (JP)
Rob Webb(RW)
Clerk Caroline Phillips (CAP)

Apologies were received from S Reynolds.

3 To record declarations of interests from members in any item to be discussed.

None declared.

4 To approve the Minutes of the last meeting (July 2016).

The notes were unanimously approved.

5 To report on matters arising from the Minutes (other than those listed separately on the Agenda). JP has stained the bus shelter and provided the receipt for the materials.

Reimbursement to be approved at the next meeting.

6 Risk Management was unanimously approved. Clerk to find out if there is an approved template/format from NALC for the next year.

7 Co- option of a new Councillor

There was a discussion about possible candidates. JC will speak to one of the names raised to inquire if they might be interested in standing.

8 Parish Partnership Funding

JC and CAP are arranging a meeting with Gary overland from Highways to discuss our proposed projects/funding bid.

9 To receive and approve the Financial Report, the statement of current balances and to consider the following accounts for approval or ratification.

GCP joined the meeting to briefly explain that Lloyds had transferred our account to a newer style and as a result there is a missing section of the June statement. The transfer had also resulted in GCP no longer being registered as an authorised point of contact to deal with day to day matters (NB not required to be a signatory). SM agreed to go into Lloyds in Diss and speak to them to address this.

Opening balance @ 01/06/2016 of £4056.99, cleared cheques £450.89, uncleared cheques 300.00. Balance as at 01/08/2016 £3606.10.

a) Lophams' News Aug & Sept 2016 (2x£30.20) £60.40, unanimously approved.

b) Clerk's salary July-Sept £300, unanimously approved.

10 To receive reports from Councillors on the following;

1. Planning SM – Willow Brae undecided, Poplar Farm decision due 19/9, Willow Dene decision due 20/9. No further news on the enforcement issue at field on Brick Kiln Lane.

Lansdowne House application for granny annex extension no objections, Magdalen House on Redgrave Rd, comments are now due and a number of objections were discussed, namely the number of dwellings on the site and concerns over access. Nissan Hut at Allotment Farm Clerk to update the planning portal.

2. Highways JP – 30mph sign repaired on Church Rd. Drain cover on Redgrave Rd levelled.
3. Community DH – South Lopham was runner up in the Village Games, JC thanked JP for his efforts.
4. Footpaths RW – Subsequent to the footpath seminar RW has walked all the footpaths in the Parish and produced a report and map identifying each path along with its condition – typically paths maintained by private residences are in a better state of repair than those maintained by farmers/large landowners. The comprehensive report was discussed and it was agreed to instigate a project with the aim of improving the state of repair of a number of the paths. Project to include - Publicise the footpath network on the website; repair/replace missing finger posts; contact landowners, where paths are overgrown, to remind them of their duties to maintain footpaths: liaise with Highways to identify whether the grass verges alongside the A1066 can be enhanced to allow safer access to our footpaths; find out whether the trees alongside the A1066 can be trimmed and who is responsible for undertaking the work, how much this might cost. The overgrown state of Primrose Lane was also discussed. Clerk to raise some of these items as work requests for the next Ranger visit.
5. Works – JP has carried out the bus shelter maintenance/wood staining.
6. Parish Website SR – is up to date.

11 To consider other items of correspondence.

12 To transact Any Other Business and receive suggestions for items to be placed on the Agenda for the next meeting.

13 Date and time of next meeting

3 Nov 2016

5 Jan 2017

2 Mar 2017

Signed..... John Crisp, Chairman