

## South Lopham Parish Council

Minutes of the meeting held at Valley Farm, Low Common.  
Tuesday 5 March 2019 7.30pm

- 1 **Chairman's Opening remarks** The Chairman thanked GCP for covering the clerk's work in her absence. JC had spoken to Bidwell's re the crown development nothing new to report and no application submitted.
- 2 **To record attendance and consider the acceptance of apologies for absence.**  
**Present:**  
**Council Members:**
  - John Crisp (JC)
  - Simon Puttock (SP)
  - Jim Pursehouse (JP)
  - Sarah Martin (SM) Chair for this meeting
  - Rob Webb (RW)
  - Jim Pursehouse (JP)
  - A Shiperlee (AS)
  - Caroline Phillips (CAP) Clerk

Apologies from S Reynolds.  
GC Phillips RFO part attendance items 7,8 & 9.
- 3 **To record declarations of interests from members in any item to be discussed.**  
None
- 4 **To approve the Minutes of the last meeting (January 2019).**  
The meeting notes were unanimously approved.
- 5 **To report on matters arising from the Minutes (other than those listed separately on the Agenda).** Clerk was hopeful some bins would be placed in the layby on the A1066. Letter to Pantiles re cutting back overhanging trees is outstanding.
- 6 **Update on GDPR** – to be completed.
- 7 **Review and approve the new financial regulations** – the regulations had been circulated and the new version was unanimously approved. These new regulations bring us in line with the current NALC model.
- 8 **Finalize 2019/2020 Budget** – the RFO presented the budget which was unanimously approved.
- 9 **To receive and approve the Financial Report, the statement of current balances and to consider the following accounts for approval or ratification.**  
 Opening balance of £4607.63 at 08/01/189 payments £535.40, carry forward £4072.23 at 05/03/19 reported and noted.
  - a. Lophams' News Feb & Mar 2019 (2x£30.20) £60.40, unanimously approved.
  - b. Clerk's salary Jan-Mar 2019, unanimously approved.
  - c. Clerk's expenses £25.00 unanimously approved
  - d. Renew Office software license & Bullguard £102.46 unanimously approved
  - e. Footpath map £955 unanimously approved.
- 10 **To receive reports from Councillors on the following;**
  - a. Planning SM – Crown Milling development, Bidwell's have not yet submitted an application, Poplar Tree Farm variation approved, Pear Tree Cottage tree works, Oxfootstone Barn PV array of panels, any comments to be passed to Clerk. Bat-box complete at shelter on Low Common, Enforcement officer letter written re concerns over field on Brick Kiln Lane. General enquiry had been made by member of public about possibility of a camping/glamping site at Allotment Farm enquiry has been directed to Breckland. Paper planning envelope will continue to be circulated but responses can also be made by email, Clerk will collate from both sources.
  - b. Highways AS, large hole on Middle Road believed to be complete, a new drain cover will be implemented by Highways outside Holly Cottage. Broken drain cover on

Fersfield Rd and broken signs on Fersfield Rd and Pooley St.

- c. Community JP – Next litter pick scheduled for 17<sup>th</sup> March at 10am- noon, meeting at the White Horse. Some fly tipping to report, Breckland website makes it very easy for residents to report fly tipping.
- d. Footpaths RW. The overgrown path running behind what was Rosebrook was discussed, RW has endeavoured to make contact with the owner of The Cottage, which is up for sale. The problem has been reported to NCC. Further discussion whether a working party could be held to clear this path, Councillors to walk and look at the scale of the clearance ready for further discussion at a future meeting. Footpath 15 RW has spoken to D Burroughes because of a blockage/rabbit netting and it has been agreed the field margin can be walked and a style over the netting installed. Karl Trayner has been emailed re a footpath in Fersfield/Bressingham that needs some repairs to sleepers.
- e. Works & Speed watch SP – the speed-watch team need more volunteers if anyone can help please..
- f. Parish Website SR no report.
- g. SAM 2, some repairs have taken place.

**11 To consider other items of correspondence.** None to report.

**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**

14 May 2019 – Tuesday, Annual parish meeting

Signed..... John Crisp, Chairman

Date: