

**South Lopham Parish Council
Minutes of the 6th July 2021 meeting
held at The Lophams' Village Hall.**

Present:

Council Members: Rob Webb (RW) Chairman
Sarah Martin (SM)
Anne Shipperlee (AM)
Jim Pursehouse (JP)
Kate Patel (KP)
Clerk C Phillips (CAP)

Apologies Simon Puttock

1. **Chairman's opening address** – nothing to report.
2. **To record attendance and consider the acceptance of apologies for absence.** Apologies were received from Simon Puttock.
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 (May 2021)**
Approved KP 2nd AS, unanimously approved.
5. **To report on matters arising other than those listed separately on the agenda.** Co option paperwork for KP completed.
6. **To receive the Financial Report, the statement of current balances,**
Opening balance at 18 May 2021 £6721.51 Payments £458.49
closing balance at 05 July 2021 £6529.80. Reported and noted.
 - i. Clerks salary £336.00 HMRC £84.00 Approved SM 2nd JP
 - ii. Hire of Village Hall £10.00 /meeting for May & July
approved SM 2nd JP
Clerk confirmed cost of wine £19.75 purchased for P
Hodgson for internal audit was within approved amount of
£25.00
7. **To receive reports from Councillors on the following;**
 - i. **Planning Matters SM.** Piggery Barn Clerk had responded to email. Reeders Barn change of use to HMO – Clerk had loaded comments to planning portal.
 - ii. **Highways and War Memorial AS.** Highways have resurfaced the A1066, road sign on A1066 opposite Pooley Street now repaired. Report damaged tarmac around drain on Redgrave Rd & flooding/blocked drain outside Nimbus on Low Common. War Memorial – work not commenced, check when 2 year offer of grant expires.

- iii. **Community Matters including Church JP.** Litter pick was difficult due to amount of vegetation, next litter pick planned for 14 November. Church meeting had been well supported, formation of a churchyard working party is making good progress with cutting & strimming, generous donation of mower, SM to consider who should own mower & hence how best to house and insure it.
 - iv. **Footpaths, Ditches & Hedges RW.** Path 15 needs cutting, Path 20 way-markers installed but path needs maintenance, draft letter reminding landowners to maintain paths, Clerk to provide RW with copy of previous letter sent, Path 12 RW hoping to speak to new owners of adjacent property. Report of Giant Hogweed on path at Logsdail. Ditch alongside Pooley St cannot be cleared until UK Power Networks cut trees, RW will escalate and use complaints procedure. No further news about ditch around Carrs Meadow. RW has registered our interest with Woodland Trust, further consideration needed on whether to plant trees, how many, who should maintain in future and how to cover any costs.
 - v. **Works SP.** Bench & do not park sign will be repaired when weather allows.
 - vi. **Parish Website. SR RW** had spoken to SR & agreed KP would be given permissions and support to take over the maintenance of the website. KP will give some thought to the look & feel of website and possible use of FB/social media for more instant dissemination of information - KP to report back with some ideas at next meeting. Suggestion of a regular update for SAM2 data.
 - vii. **SAM2 data, SR.** Unit had been moved to Thetford Rd – recent statics show 87% of traffic within speed limits. Consider the possibility of a spare battery and charger, estimated cost £100.00 NB not in budget this year.
8. **To receive suggestions for items for the next agenda.** Website and whether Lophams' News will re commence.
9. **Date and time of next Meeting/s.**
 7 September 2021 - Tuesday
 2 November 2021 - Tuesday
 11 January 2022 – Tuesday
 1 March 2022 – Tuesday
 May 2022 TBC

