

## South Lopham Parish Council

Minutes of the meeting held using Zoom.  
Tuesday 2 March 2021 130pm

- 1 **Chairman's Opening remarks** Chairman RW opened the meeting and welcomed everyone to our first Zoom meeting. RW is our new chairman & he thanked John Crisp for his tenure. John had been dealing with the War Memorial cleaning and this has been handed to AS. RW outlined guidance for running under Zoom and requested speakers mute after they had finished talking. Public may observe or speak if invited by the Chairman.
- 2 **To record attendance and consider the acceptance of apologies for absence.**

**Present:**  
**Council Members:**

  - Rob Webb (RW)
  - Sarah Martin (SM)
  - Simon Puttock (SP)
  - Jim Pursehouse (JP)
  - Anne Shipperlee (AS)
  - Caroline Phillips (CAP) Clerk
  - Apologies from S Reynolds

Steve Askew, Marion Chapman Allen plus 2 members of public - Mrs Bloom & J Wheeler for part meeting. RFO for items 7&8
- 3 **To record declarations of interests from members in any item to be discussed.**

None
- 4 **To approve the Minutes of the last meeting September 2020.**

The meeting notes were unanimously approved.
- 5 **To report on matters arising from the Minutes (other than those listed separately on the Agenda)** None.
- 6 **Discuss councillor vacancy.** We are now able to co opt one councillor as no election is required. A couple of names were suggested and RW will pursue these.
- 7 **Discuss and approve budget.** The RFO had circulated the budget and this was discussed and approved. Proposed SM seconded SP.
- 8 **To receive and approve the Financial Report, the statement of current balances and consider the following accounts for approval or ratification.**

Brought forward from 7 Sept 2020 £4794.20, income £1947.50, payments £1672.79.  
Balance at 25 Jan 2021 £5068.91. Reported and noted.

  - a. Clerk's salary Jan-March 2021 £420.00. (CAP£336.00 HMRC £84.00) unanimously approved.
  - b. Microsoft Office Renewal £79.99 unanimously approved.
  - c. Bullguard renewal £44.99 unanimously approved.
  - d. Printer cartridges £18.99 unanimously approved.
- 9 **To receive reports from Councillors;**
  - a. Planning SM – SM reported on current planning matters.
  - b. Highways & War memorial AS – a number of signs and potholes requiring attention, these are already logged with Highways. The paperwork for the war memorial grant has been submitted and work should commence over the summer.
  - c. Community JP – JP will find out if litter picking equipment can be made available once lock down eases. Farmers' market is continuing. Is village planning anything for Queens Jubilee 2022?
  - d. Footpaths RW. 4 applications to restore lost rights of way were submitted in January 2021, landowners had been notified, consultation and due process will take approximately 2 or 3 years. Footpath 17 is being discussed with NCC/PROW it should

join Bressingham path 24. Tress on path 12 need cutting back. Some paths have been ploughed and reseeded so need reinstating across farmland.

- e. Works & Speed watch SP – bench on Primrose Lane will be treated over winter; notice board needs some repair, no parking sign on Blo Norton Road is broken.
- f. Parish Website SR – some updating is needed. SA asked whether more use could be made of the SL FB page?
- g. SAM 2. RW & SP will assist SR when the sign needs moving.

**10 Update on ditch maintenance/flooding and possible notice to residents.** Significant flooding took place 23 December 2020. Clerk has been endeavouring to get local ditches cleared and has been in contact with the various statutory bodies. Some ditches have been cleared but more work is needed. It was suggested the County solicitor provide a form of words to reinforce the responsibilities landowners have in keeping ditches clear. Discussion about the merits of sending a letter to landowners with ditches, along with a reminder to keep hedges and path cleared. Ditches alongside Pooley Street and around Carrs Meadow need significant clearance.

**11 To receive suggestions for items to be placed on the Agenda for the next meeting.**

**12 Date and time of next meeting/s** Zoom meeting 18 May 2021. 6 July 2021, 7 September 2021, 2 November 2021, 11 January 2022, 1 March 2022

Signed..... Robert Webb Chairman

Date: