

**South Lopham Parish Council  
Minutes of the 12 July 2022 meeting  
held at Valley Farm, South Lopham.**

**Present:**

**Council Members:** Rob Webb (RW) Chairman  
Anne Shipperlee (AM)  
S Puttock (SP)  
J Pursehouse (JP)  
Clerk C Phillips (CAP)

1. **Chairman's opening address.** The Chairman welcomed Sarah Martin & her husband Nigel to item 1 of the meeting to offer the Council's thanks for Sarah's 17 years of service. A small gift was presented to Sarah from the councillors.
2. **To record attendance and consider the acceptance of apologies for absence.** Apologies were received from S Reynolds, K Patel. M Chapman-Allen.
3. **To record declarations of interests from members in any item to be discussed.** SP iro a tree reduction planning application.
4. **To approve the Minutes of the last Meeting (May 2022)**  
Approved SP 2<sup>nd</sup> AS, unanimously approved.
5. **To report on matters arising other than those listed separately on the agenda.** Thanks were given to Clerk for securing funding from S Askew's member budget/Highways for work on Primrose Lane. RW to instruct Frizzell they may commence work and the invoice would be formally approved at the next meeting. RFO to reclaim the VAT portion in due course. Clerk had also circulated an email from MCA providing information about the pros/cons of a settlement boundary.
6. **Discuss the co-option of a new councillor to replace S Martin.**  
The meeting discussed the possibility of various candidates and agreed that RW will pursue.
7. **To receive the Financial Report, the statement of current balances and 8. to consider the following accounts for approval/ratification.**  
Opening balance at 17/05/2022 £7128.39, income £1305.75, transfer from Jubilee Account following closure of the account £444.51, payments £1061.51, closing balance at 12/07/2022 £7817.14. Reported and noted.
8. **Approve Payments**
  - i. Clerk's salary April-June £369.60 HMRC £92.40 proposed JS 2<sup>nd</sup> SP

- ii. Confirmation of audit expenses approved at the May 2022 meeting £17.63 proposed RW, 2nd SP
- iii. Seek approval for a 4<sup>th</sup> cut of Primrose Lane by Frizzell due to unusual growth, maximum spend £60.00. NLPC are discussing the usual 50% share of cost. Proposed AS 2<sup>nd</sup> JP. All payments unanimously approved.

9. **To receive reports from Councillors on the following:**

Update reports for each of these items should be circulated to all members prior to the meeting, any matters not included in the reports are noted here. Reports are available on request from the Clerk. General comment will councillors please advise clerk of a nil report.

- i. **Planning Matters Vacancy** – Clerk circulated an update of planning. SP outlined his application for tree pruning. Clerk had identified some planning emails had not been received & had asked the planning team to investigate, no satisfactory response received so Clerk will escalate. The proposal for pylons across Norfolk was discussed and the meeting agreed that although the plans did not impact directly on S Lopham the council were against the scheme.
- ii. **Highways AS.** Report circulated.
- iii. **Community Matters including churchyard working party JP.** No report, meeting asked to be updated on progress on piece of land on Blo Norton Rd that might be available for a nature area. RW to pursue with SR. Thanks given to all for organising a successful Jubilee event.
- iv. **Footpaths, Ditches & Hedges RW.** No report. 2 new crossings installed on FP19. Clerk will contact Helen Chester to find out if she has any availability to continue with project work restoring lost rights of way.
- v. **Works SP.** No report. SP had purchased & kindly donated new gravel to finish the tidying of the war memorial. Discussed and agreed to ask Frizzell to provide an estimate for grass cutting around the war memorial as it is very untidy. Future consideration be given to reducing or removing the fir tree that is over growing and staining the war memorial. Check whether the bench on the memorial grass is on the asset list.
- vi. **Parish Website and FB group KP** Report circulated, FB Group is growing. Clerk had updated the website and removed most of the non-parish council matters and linked to the new FB community group.
- vii. **SAM2 data, SR.** Data had recently been circulated.

10. **To receive suggestions for items for the next agenda.** Amend the budget to include the additional payment of £995 ex vat for Primrose Lane.
11. **Date and time of next Meeting/s.**  
Request to move the next meeting to 20<sup>th</sup> September, agreed.  
Thereafter the 2<sup>nd</sup> Tuesday of the month.