

South Lopham Parish Council
Minutes of the 20 September 2022 meeting
held at Valley Farm, South Lopham.

Present:

Council Members: Rob Webb (RW) Chairman
S Puttock (SP)
J Pursehouse (JP)
S Reynolds (SR)
Clerk C Phillips (CAP)
Part of meeting RFO G Phillips (GCP)

1. **Chairman's opening address.** The meeting gave thanks & condolences on the recent death of P Hodgson, consideration needed on how best to replace our internal auditor.
2. **To record attendance and consider the acceptance of apologies for absence.** Apologies were received from A Shipperlee, K Patel. M Chapman-Allen.
3. **To record declarations of interests from members in any item to be discussed.** None.
4. **To approve the Minutes of the last Meeting (July 2022)**
Approved JP 2nd SR, unanimously approved.
5. **To report on matters arising other than those listed separately on the agenda.** None.
6. **Discuss the Civility agreement outlined by NALC.** Meeting felt it would be sensible to adopt the code in due course. Clerk will investigate the implications & how best to implement this.
7. **Risk Management and Governance statement.** An updated document was circulated and approved. Proposed SR 2nd JP.
8. **Amendment to budget to account for additional money £995.00 ex vat paid by Norfolk CC to cover drainage work on Primrose Lane.** GCP confirmed the receipt of the additional money increases the budget total to £7113.70, the new budget was agreed proposed SR 2nd SP.
9. **To receive the Financial Report, the statement of current balances to consider the following accounts for approval/ratification.**
Opening & closing balance at 22 September 2022 £7817.14 no income or expenditure in the period from last meeting. Reported and noted.
GCP requested consideration be given to what projects will be undertaken this financial year in readiness for the review of budget in November. SR to proceed with purchase of new battery for

SAM 2. Clerk to find out situation iro invoice for church yard maintenance support. Unlikely to proceed with further historic rights of way project this year because the consultant who was assisting is no longer available to provide detailed support.

Approve Payments

- i. Clerk's salary July-Sept £369.60 HMRC £92.40 proposed JS 2nd SP
- ii. Frizell invoice for drainage works on Primrose Lane £1194.00 inc.

All payments unanimously approved.

10. 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** – no new items in period.
- ii. **Highways AS.** Report circulated. Pooley St sign on A1066 needs straightening. Village sign on Church Rd needs attention. Redgrave PC has requested support for 7.5t restrictions on B1113, meeting agreed to support this initiative. Post on Low Common has been replaced.
- iii. **Community Matters including churchyard working party JP.** No report. No progress on piece of land on Blo Norton Rd, Clerk to see if contact can be made with Breckland.
- iv. **Footpaths, Ditches & Hedges RW.** Report circulated. Fallen willow tree, SP will inspect and remove if possible – now removed. A significant number of saplings have died over the summer due to drought, RW will cost replacements from D Harwood nursery. New hedging has fared better. Meeting discussed the new trod being developed in N Lopham to give pedestrian access to the village hall. South Lopham have already had discussions/site visits with Highways to try to find a safe pedestrian solution along Church Road but there is insufficient verge for a path/trod. Clerk suggested contacting landowner again about a permissive path from Primrose Lane.
- v. **Works SP.** No report. SP has contacted Breckland & Dog Warden about dog fouling in the Parish. Warden has been visiting more frequently and will continue to patrol our paths and monitor the situation. Approval given to erect a few advisory signs in various hot spots, SP will investigate

purchase of signs either metal backed, or plastic mounted on board. Warden's advice is to educate people not to leave dog waste – suggest educational comment for FB.

- vi. **Parish Website and FB group KP** Report circulated,
- vii. **SAM2 data, SR.** Agreed to go ahead with purchase of a new SAM 2 battery. SAM will be moved this week.

11. **To receive suggestions for items for the next agenda.**

12. **Date and time of next Meeting/s.**

Request to move the next meeting to 15th November, agreed.
Thereafter the 2nd Tuesday of the month.