

South Lopham Parish Council
Minutes of the 10 January 2023 meeting
held at Valley Farm, South Lopham.

Present:

Council Members: Rob Webb (RW) Chairman
S Puttock (SP)
J Pursehouse (JP)
Anne Shipperlee (AS)
Kate Patel (KP)
Barry Harber (BH)
Clerk C Phillips (CAP)
Part of meeting RFO G Phillips (GCP)

1. **Chairman's opening address.**
2. **To record attendance and consider the acceptance of apologies for absence.** Apologies were received from S Reynolds and 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 (November 2022)**
Approved AS 2nd BH, unanimously approved.
5. **To report on matters arising other than those listed separately on the agenda.** Clerk reported she was in dialogue with J Alston Estates about the possibility of a permissive path.
6. **Update on progress to find a new clerk.** Current Clerk and RFO had met with an interested person and spent time discussing the role. The outcome was favourable, this person had been recommended by MCA. The suggestion was the new clerk would commence at the start of the new financial year and would be supported by the current clerk/RFO to affect a smooth handover. Meeting approved the new appointment and asked the Clerk/RFO to undertake the handover.
7. **Progress on the pocket of land at Blo Norton Road** the Clerk & MCA are in dialogue with Breckland over the pocket of land, a handover is not straight forward and could be costly. Legal transfer costs which MCA is questioning, removal of fly tipping, making a safe access, significant tidying of site & entrance/ditch work are all required – meeting discussed whether the upfront & ongoing costs could be justified. Chairman requested that further discussion be had at the next meeting when SR should be present to justify the project costs.

8. **Community hub** after discussion it was agreed to direct any interested South Lopham residents to either Garboldisham or Kenninghall hubs.
9. **Approve precept 2023-2024, to include clerk's salary & review project costs.** The RFO presented the current balances and the meeting discussed how to spend the current unused project money – agreed to purchase a defibrillator (most probably a unit that could be stored in an insulated bag in a cabinet as it seems restoring electricity to the 'phone box is not a straight forward or cost effective route – further investigation required) but make the purchase in 2023/24 year, move the money into reserves & documenting this for the audit. Meeting agreed the precept for the 2023/24 year as £5140.00. Meeting agreed to use the NALC scale of remuneration and to calculate pay using the points system suggested by Norfolk Parish Training and Support, NPTS. Proposed AS 2nd JS, unanimously approved.
10. **To receive the Financial Report, the statement of current balances to consider the following accounts for approval/ratification.**
Opening balance at 15 November 2022 £8421.14, payments £810.12, balance at 5 January 2023 £7611.02. Reported and noted.

Approve Payments

- i. Expenses for Royal British Legion donation £25.00 to Clerk. Proposed JP 2nd AS
 - ii. Frizzell invoice 1207 cutting Primrose Lane (50% share with NLPC) £120 plus vat, £144.00, proposed JP 2nd AS
 - iii. Expenses claim S Puttock for metal dog poo signs £42.63 proposed AS 2nd SP
 - iv. SAM2 battery, charger & delivery from Westcotec, £154.50 plus vat £185.40 proposed KP 2nd RW
- All payments unanimously approved.
11. **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** – nothing to report.
 - ii. **Highways AS.** Report circulated. Pothole on Primrose Lane. Quiet Lane post broken.
 - iii. **Community Matters including churchyard working party JP.** No report. Litter pick confirmed for 5 March 2023

10.30am meet at pub carpark. Initial discussion about possible coronation celebration, KP to test interest on FB, JP to investigate grant & contact school. Agreed it's likely to be the same working party as Queen's jubilee event, as this was very successful.

- iv. **Footpaths, Ditches & Hedges RW.** Report circulated. Replacement tree planting at Duttle Bridge planned for 28th January, helpers very welcome, light refreshments will be provided.
 - v. **Works SP.** SP to chase up cost of tree work by war memorial. Advisory dog poo signs now implemented. KP has composed an educational message on FB.
 - vi. **Parish Website and FB group KP** Report circulated.
 - vii. **SAM2 data, SR.** Report circulated.
12. **To consider other items of correspondence** – the suggestion from Ms Liz Truss offering a meeting had received little interest from the community, Clerk waiting to hear about a possible date, if a meeting was convened it was agreed the matter of the pylons across Norfolk should be raised.
13. **To receive suggestions for items for the next agenda.** Further discussion on the pocket of land on Blo Norton Road.
14. **Date and time of next meeting/s.**

14th March 2023

16 May 2023

11 July 2023

2nd Tuesday of alternating months thereafter.