

South Lopham Parish Council

Minutes of Parish Council Meeting held on 18 July 2023 at Valley Farm, Low Road, South Lopham.

Present:

Councillors: Rob Webb (RW) Chairman
Barry Harber (BH)
Kate Patel (KP)
Caroline Phillips (CP)
Jim Pursehouse (JP) Vice Chairman
Simon Puttock (SP)
Anne Shipperlee (AS)

Clerk: Alison Pena (AP)

Members of the Public (MoPs): None

1. **Apologies for absence** - apologies received from and District Cllr Marion Chapman-Allen (MA) and County Councillor Steven Askew (SA)
2. **Declarations of interest and requests for dispensations** - none.
3. **Minutes of the Parish Council Meeting on 10 May 2023** – proposed by AS, seconded by JP, all in agreement and signed off by the Chair.
4. **Public Forum** – N/A
5. **Reports from the District and County Councillors** – None received.
6. **Report** on matters arising other than those listed separately on the agenda - n/a.
7. **Financial Report** and the statement of current balances were approved, and it was noted a mini-internal audit should take place at the next meeting in September 2023 by SP.

Expenditure:

- Spraying Hedge at Duttle Bridge – Peter Frizzell Ltd - £312.00 – it was noted that some of the hedges had burnt back due to chemical spray. Although payment was approved - proposed by SP, seconded by AS it was agreed that RW would view hedge, discuss with contractors, and advise the Clerk when payment could be made.
- Postage Expenses – Caroline Phillips - £3.10 - proposed by SP, seconded by AS and all in agreement to payment.

ACTION: Clerk to note mini audit for September meeting; action payments as appropriate. RW to follow up hedge spraying with contractors and advise Clerk accordingly.

8. **Community Defibrillator** – the quotes received from Community Heartbeat Trust and AED Donate were fully discussed and a defibrillator demonstrated. It was agreed in principle to go ahead with the quote from AED Donate subject to RW discussing installation with the White Horse pub landlord. RW thanked the Clerk and CP for the work on this matter.

ACTION: RW to follow up with White Horse pub and Clerk to advise supplier of acceptance of quote in principle.

9. **Reports:**

- i. Planning Matters - BH said there was little to report. SP reported that the residents of Low Common were submitting an application for a timber shed; it was noted planning permission was not required in this instance, but the resident was cautious. SP had met with the Planning Officer regarding the mobile horse shelters opposite Valley Farm.

ACTION: BH to obtain an update from Planning Officer.

- ii. Highways - AS had circulated her report in advance.
- iii. Community Matters including churchyard maintenance – strimming had been undertaken around churchyard.
- iv. Footpaths, hedges, and ditches – CP reported that Footpath FP16 was overgrown.

ACTION: RW to investigate.

- v. Works - SP reported the bench on Primrose Lane had been damaged/vandalised. The Clerk noted that the noticeboard was loose.

ACTION: SP to repair.

- vi. FB Page - KP reported there were 440 members including many businesses.

ACTION: KP to post concerning vandalism of bench (see 9iv).

- vii. SAM2 – data had been downloaded but not yet analysed. SAM2 to be moved shortly.

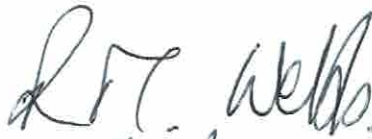
10. **Correspondence:**

- a. Parish Partnership Bid Scheme – bring forward to September 2023 meeting.
- b. Breckland Signage - noted no action required.
- c. Highway Rangers – noted Clerk had submitted items highlighted to NCC.
- d. Motorcycle Speed Enforcement Cameras – noted.
- e. Deal Farm AD Plant – it was agreed that the Clerk should submit objections to the latest planning application.

- f. National Grid Norwich-Tilbury consultation – BH and AS attended presentation in Diss.
 - g. Land Transfer on Blo' Norton Road – ongoing.
11. **Suggestions for items to be included on the agenda for the next Meeting:** Christmas Activity. All to consider options and make any proposals at September meeting.
12. **Date of next meeting – Tuesday 12 September 2023 at 7pm in Lopham Village Hall**
13. **Future Dates:**

14 November 2023
9 January 2024
12 March 2024
14 May 2024
16 July 2024
10 September 2024
12 November 2024

Signed:



Chairman

Dated:

12/9/23.