

South Lopham Parish Council

Parish Council Meeting

Members of the public are invited to attend the Parish Council Meeting to be held on Tuesday 14th November 2023 at 7.00pm at the Lophams' Village Hall, Church Rd, North Lopham, Diss IP22 2LW.

AGENDA

1. To **record** apologies for absence.
2. To **receive** declarations of interest on items on the agenda and **consider** any requests for dispensations.
3. To **agree and approve** the minutes of the Parish Council Meeting held on 12 September 2023.
4. **Public Forum**: any opportunity for the public to raise matters.
5. To **receive** reports from the District and County Councillors.
6. To **report** on matters arising other than those listed separately on the agenda:
 - a. Defibrillator Installation
 - b. Parish Partnership Bid Scheme
7. To **receive** an update on the purchase of the land at Blo' Norton Road.
8. To **review and make suggestions** on following planning applications:
 - i. 3PL/2023/1033/LB – Willow Tree Cottage, Thetford Road - Demolition of existing conservatory to rear and replacement with single storey extension to provide new Porch and Log Store.
9. To **receive** the Financial Report, the statement of current balances and **approve** the following expenditure:
 - a. Financial Report – November 2023
 - b. Draft Budget 2024-25
 - c. NCC Hedging plant scheme – reimburse Rob Webb - £210
 - d. Daffodils and Crocuses Order – reimburse Caroline Phillips - £416.40
 - e. Local Government Services Pay Agreement 2023 -24 (see document)
 - f. Clerk's back pay for Q1 & Q2 in reference to 9e - £88 gross & net to be paid asap
 - g. Clerk's quarterly salary (Q3) in line with pay agreement and to be paid 31.12.23, £599 gross, £574 net
 - h. Audit fee – reimburse Alison Pena - £17
 - i. Lopham Village Hall hire fee - £25
 - j. Breckland Council - £75 for uncontested elections

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

- a. Planning Matters - BH
- b. Highways - AS
- c. Community Matters including churchyard maintenance - JP.
- d. Footpaths, hedges, and ditches - RW
- e. Works - SP
- f. Parish Facebook Page - KP
- g. SAM2

11. To **receive** and **action** correspondence:

12. To **receive** suggestions for items to be included on the agenda for the next Meeting.

13. To **note** the date and time of next meeting – Tuesday 16 January 2024.

14. To note and agree dates for 2024 meetings:

- i. Tuesday 16 January
- ii. Tuesday 12 March
- iii. Tuesday 14 May
- iv. Tuesday 9 July
- v. Tuesday 10 September
- vi. Tuesday 12 November

Alison Pena (Parish Clerk/RFO)