

South Lopham Parish Council

Minutes of Parish Council Meeting held on 14 November 2023 at Lophams' Village Hall, Church Road, North Lopham, IP22 2LW.

Present:

Councillors: Mr Rob Webb (RW) Chairman
Mr Barry Harber (BH)
Mrs Kate Patel (KP)
Mr Simon Puttock (SP)
Mrs Anne Shipperlee (AS)

Clerk: Alison Pena (AP)

Members of the Public (MoPs): 1

1. **Apologies for absence** - apologies were received from Mrs Caroline Phillips (CP), Mr Jim Pursehouse (JP) Vice Chairman and District Cllr Marion Chapman-Allen (MA).
2. **Declarations of interest and requests for dispensations** - none.
3. **Minutes of the Parish Council Meeting on 12 September 2023** – proposed by SP, seconded by BH, all in agreement and signed off by the Chair.
4. **Public Forum** – A MoP raised concerns about excessive rain runoff from fields adjacent to Church Road which had flooded his property and septic tank (Fir Tree Cottage) during the recent periods of heavy rainfall. He also raised concerns that the farmer was draining his fields into the road drains which were insufficient to cope. AS said that the Environment Agency had been in South Lopham recently, septic tanks had been emptied and ditches cleared but recent rainfall meant ditches could not cope. She agreed to contact the Environment Agency again as well as attend a meeting with the MoP and Highways in the next few days.

ACTION: AS to action with Highways and Environment Agency.

The MoP raised concerns about traffic safety on A1066 especially since a lorry had hit the B&B fence. KP said that she would raise this at the next SNAP meeting in February 2024 (being held at Lophams' Village Hall) but that speeding through villages was discussed at every meeting. KP said that unfortunately unless there was a fatality or severe accident the police could not do anything, and all the PC could do was to continue to raise the matter with Highways and police. South Lopham was not seen as a priority as it had less speeding recorded than some other villages in Norfolk.

The MoP said he was pleased to see these meetings advertised on Facebook.

5. **Reports from the District and County Councillors** – None.

6. **Report on matters arising other than those listed separately on the agenda:**

- a) **Defibrillator** – the Clerk had arranged for the electricians to visit the White Horse pub on 21 November to conduct a site survey ahead of agreeing an installation date for the new defibrillator. It was agreed to publicise the new defibrillator and seek training for the PC from a MoP who had expertise in first aid.

ACTION: Clerk to action.

- b) **Parish Partnership Scheme** – after discussion it was agreed that there were no projects requiring an application to the parish partnership scheme this year.

7. **Update on Land Transfer on Blo' Norton Road** – The Clerk confirmed that Jackmans solicitors had been appointed and were liaising with Birketts (representing BDC) regards the land purchase. It was noted that payment for legal fees would come from current reserves and if needed recoup this from 2024-25 precept. RW would contact SR regarding his vision for the land. A quote had been obtained to clear, spray and seed the land once the transfer had gone through

8. **Planning applications:**

- a) 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 – proposed to support this application.

ACTION: Clerk to action.

9. **Finance:**

- a) **Financial Report** and the statement of current balances was approved. RW would follow up with Frizzells regarding invoices. Clerk to contact another contractor for comparable quote for 2024-25.
- b) The draft **Budget 2024-25** was discussed, and it was agreed to amend to ensure no or little increase in the precept for 2024-25.

ACTION: RW and Clerk to action.

- c) NCC Hedging plant scheme – reimburse Rob Webb - £210 - proposed by SP, seconded by BH and all in agreement to payment.
- d) Daffodils and Crocuses Order – reimburse Caroline Phillips - £416.40 - proposed by SP, seconded by BH and all in agreement to payment.
- e) Local Government Services Pay Agreement 2023 -24 (see document) – noted and agreed.
- f) Clerk's back pay for Q1 & Q2 in reference to 9e - £88 gross & net to be paid asap - proposed by SP, seconded by BH and all in agreement to payment.
- g) Clerk's quarterly salary (Q3) in line with pay agreement and to be paid 31.12.23, £599 gross, £574 net - proposed by SP, seconded by BH and all in agreement to payment.
- h) Audit fee – reimburse Alison Pena - £17 - proposed by SP, seconded by BH and all in agreement to payment.
- i) Lopham Village Hall hire fee - £25 - proposed by SP, seconded by BH and all in agreement to payment.

- j) Breckland Council - £75 for uncontested elections - proposed by SP, seconded by BH and all in agreement to payment.
- k) Grant of £250 to South Lopham PCC towards maintenance of the churchyard - proposed by SP, seconded by BH and all in agreement to payment.

ACTION: Clerk to action payments as appropriate.

10. Reports:

- a) **Planning Matters** - BH had circulated his report prior to the meeting.
- b) **Highways** - AS had circulated her report prior to the meeting.
- c) **Community Matters** – it was noted that there was a work party on Saturday 18 November and Litter Pick Sunday 19 November 2023.
- d) **Footpaths, hedges, and ditches** – RW had circulated his report. The replacement trees should arrive early December.
- e) **Works** - SP noted that he was still waiting for a quote from contractors to cut the tree near the war memorial. He had visited the house where the wall near the war memorial was in a dangerous state but could get no response.

ACTION: AS to raise with Highways.

- f) **Facebook Page** – KP noted there were now 594 members of the community Facebook page; recent posts were discussed and agreed that a measured positive response was appropriate. It was agreed to post details of recycling payment and encourage more use of the bottle banks at the White Horse pub.

ACTION: KP to action.

- g) **SAM2** – Nothing to report.

11. Correspondence: None of note.

12. Suggestions for items to be included on the agenda for the next Meeting: none.

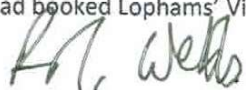
13. Date of next meeting: Tuesday 16 January 2024 at 7pm in Lophams' Village Hall

14. Future Dates – noted as:

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

The Clerk had booked Lophams' Village Hall.

Signed:



Chairman

Dated:

