

North Lopham Parish Council

Draft minutes of meeting held at 7.30pm on **Wednesday 11th July 2012**,
in the Methodist Schoolroom, North Lopham

1. **Attendance and Apologies:** Present were Heather Potter (Chair), Valerie Garnham, Mick McManus, Dawn Eagle, Robert Carley and Mike Cox (Clerk). Also in attendance Robert McCaw (SLPC) and one member of the public. Apologies received from Lesley Bird and Jan Tate.
2. **Declarations of Interest:** None.
3. **Minutes of last meeting held 16th May 2012:** Read, approved and signed.
4. **Matters arising:**
 - Letter sent by Mr Home regarding 14. The Street - this matter has now been resolved between landowner and Breckland District Council.
5. **Financial Report including any accounts for payment:** Current A/C £767.46 : Deposit A/C £2665.80
 - Clerk's fees - Clerk reported that he would defer his fees until second half of the year because 80% of the Parish Council's outgoings come in the first half of the year.
 - Income tax - £48.00
 - Hire of Methodist Schoolroom - £20.00
 - Parish Newsletter - £25.50
 - Donation to Church in lieu of audit - £25.00
 - Mazarrs Audit - fee expected to be £60 incl. vat but this has yet to be returned to Clerk. A Notice of the Audit was placed on the notice board on 11th June 2012.
 - Transfer from Jubilee account to PC account - £140.99

Clerk explained that Barclays has written to many PC's and similar groups regarding accounts that have remained static in excess of nine years, asking that they be allowed to transfer the monies to another account. This has been transferred to the Current A/C but that money should be used for repairs to the memorial.
6. **Planning Applications:**
 - 46 The Street, erection of new dwelling - in process of being considered by PC.
 - 40 The Street, erection of car port - discussed at meeting, no objections.
 - 83 The Street, detached garage, single storey extension and alterations - distributed.
 - 22 The Green, single storey extension - distributed.
7. **Footways, Roads and Footpaths:**
 - In the absence of Jan Tate, the clerk reported on this item. Jan Tate has pointed out that 'Street Scene' had been very prompt in responding to and dealing with matters. There are however a few residents who are not maintaining their hedges especially in The Street.
 - Jubilee Lane and a number of the other lanes have recently become overgrown due to the ongoing wet weather. In the past volunteers have cut those areas with hand equipment but those volunteers have now declined to do so due to the negligence of some dog walkers allowing their dogs to foul the lanes.
8. **Risk Assessment:** The Clerk reported that he carried out a risk assessment at the cemetery prior to the previous meeting and found that the existing headstones were safe but a large Ash tree was dead and causing concern. The tree has since been made safe by Mick McManus and Heather and Gerald Potter.
9. **Code of Conduct:** This was discussed by the PC and decision made to adopt the NALC version.
10. **Rights of Way:** Clerk reported on a letter from Jackie Brooks, Norfolk County Council regarding Section 53 Wildlife and Countryside Act 1981. This refers to byways and public rights of way. The Order and notice will appear in the EDP on 20th July 2012 and any objections or representations should be made no later than 31st August 2012.

11. **South Lopham Parish Council:** Robert McCaw reported on a new PC member, Parish Clerk and Responsible Financial Officer and the new 30MPH signs painted on the road. Clerk agreed to attend their next meeting tomorrow.
12. **Items for next agenda:** None.
13. **Community matters:**
 - Jubilee - with the assistance of Robert McCaw, the Clerk reported on a very successful Jubilee celebration at the village hall. This was well attended and well organised. There was a surplus of £332.00. At a subsequent meeting after the event, the Jubilee committee elected to purchase a bench to be sited at the village hall commemorating the Jubilee. A letter sent to Buckingham Palace by Granville Horan and a reply are to be framed and placed in the village hall.
14. **Date and time of next meeting - Wednesday 12th September 2012.**