

# North Lopham Parish Council

Draft minutes of AGM meeting held at 7.30pm on Wednesday 16<sup>th</sup> May 2012, in the Methodist Schoolroom, North Lopham

1. **Attendance and Apologies:** Present were Heather Potter (Chair), Jan Tate (Vice-Chair), Mick McManus, Valerie Garnham, Lesley Bird, Dawn Eagle and Mike Cox (Clerk). One member of the public also in attendance. Apologies received from Robert Carley.
2. **Declarations of Interest:** None.
3. **Election of Officers:** At this point the Clerk took the chair. The current Chair Heather Potter was nominated. All in favour. Jan Tate elected as Vice-Chair - all in favour. Heather Potter then retained the chair and took over the meeting.
4. **Minutes of last meeting held 14<sup>th</sup> March 2012:** Minutes of last meeting read, approved and signed.
5. **Matters arising:** Grant application for kerb drop. Clerk reported that the grant application did not apply to major road works but had contacted Norfolk County Council who will visit village to assess situation.
6. **Financial Report:**
  - Clerk's fees - nil.
  - Hire of Methodist Schoolroom - £20.00
  - RGM grass cutting - £165.60 (including Primrose Lane). Clerk in receipt of £40 from SLPC.
  - Parish Newsletter - £25.50 (paid)
  - Insurance - £419.39 (reduction of £200+ from previous year). Zurich are to be the new insurers on a like for like basis.
  - NALC subscription - £127.51

Clerk presented and distributed the accounts 2011/2012. Current A/C £641.38 Deposit A/C £2671.13. These were internally audited by Mr Chris Stringfield and accounts approved.

**Planning Applications:**
  - 3PL/2012/0103/CA - 40 The Street - approved.
  - 77 The Street - approved.
8. **Footpaths, Roads and Footpaths:**
  - Jan Tate gave a report on hedges; flooding between North and South Lopham which is due to be jetted again; dip in road outside 61 The Street; council rangers and seeding; Meadow Farm road repair unsatisfactory.
  - Heather Potter reported on duck mess spread on Church Corner the previous week and resulting road accident which was attended by Police and Council.
  - Jubilee Lane - despite efforts by landowner Graham West to seal off his field people are still allowing their dogs to enter the field. The site is protected and persons are asked to refrain from allowing their dogs on the field.
  - Lesley Bird reported that tree planting at Harling Crossroads had now been completed with several saplings planted by Norfolk County Council.
9. **Community matters:**
  - Litter warden - Lesley Bird reported that this is her final contracted year as litter warden and has received a letter from CPRE asking if she could nominate a replacement for next year. This is not set in stone and it may be that she will be re-elected for further 3 years.
  - Bottle bank - Parish Council are due annual contribution from Breckland District Council although this may not be as much as last year's due to administration fees.
  - Jubilee celebrations - Clerk gave report on celebrations 2<sup>nd</sup> June, preparation almost complete with many events including children's street party, entertainment, tug of war, dancing, live music. Events start at 2pm and concludes approx. 11pm. Most daytime events are free with an entrance fee for the evening's live music. Posters are displayed around the village. Committee welcome volunteers to help before and on the day.
  - Dog fouling - still an issue on the lanes around the village. Dog owners are requested to clear up their dog's mess and use the dog bins provided around the village.
  - Mick McManus reported on a rotten tree in the cemetery overlooking the concrete road leading to Grange Farm. He will liaise with Heather and Gerald Potter - if it is deemed that this work cannot be carried out locally then PC will obtain quote.
  - Parish Newsletter - one year on the Parish Council are happy with the current newsletter. The Little Ouse Headwaters Project (LOHP) are contributing £50 per four months for the

delivery of their newsletter which can be offset against the printing of the newsletter.

10. **Correspondence:** Clerk read a letter from Mr John Home regarding the property next to his. A discussion took place. Clerk to reply to Mr Home.
11. **Items for next agenda:** Possible kerb drop & Risk Assessment.
12. **Dates of next meetings:**  
**Wednesday 11<sup>th</sup> July 2012, Wednesday 11<sup>th</sup> September, Wednesday 14<sup>th</sup> November.**  
**Wednesday 9<sup>th</sup> January 2013 & Wednesday 13<sup>th</sup> March 2013.**

Signed ..... (M. Cox, Clerk)

Date .....