

North Lopham Parish Council

Draft minutes of Annual General Meeting held on Wednesday 12th May 2010, in the Methodist Schoolroom, North Lopham

The Clerk took the chair for the first part of the meeting.

1. **Attendance and Apologies:** Present were Brian Frith, Jan Tate, Val Garnham, John Barwick, Mick McManus, Heather Potter, Robert Carley and Mike Cox (Clerk). Apologies from Jennie Vere, Joe Bernard and Tracey Umfreville. 19 members of the public also attended, including Peter Coster (Chair of South Lopham PC)
2. **Election of Officers:** The Clerk explained the formalities for election of Chair and Vice-Chair and asked for nominations for Chairman bearing in mind that Brian Frith would be standing down at the end of the meeting. No nominations or expressions of interest. The Clerk suggested, with the agreement of Brian Frith, that he remained in the chair for the remainder of the meeting. All in favour. Jan Tate agreed to retain her position as Vice-Chair. Mick McManus proposed, all in favour. Brian Frith took the chair.
3. **Declarations of Interest:** John Barwick declared an interest in a planning application.
4. **Minutes of last meeting held 10th March 2010:** Minutes of meeting read, approved and signed.
5. **Matters arising:**
 - Litter Warden – Lesley Bird reported that she had received her information pack and fee from CPRE but is still awaiting gloves etc. She was pleased to report that little rubbish was found since her induction. She suggested that investigation of a few more rubbish bins.
 - Proposed Settlement Boundary changes – William Nunn reported that the consultation documents should be available by 28th May 2010.
6. **Finance report & accounts for payment:**
 - Hire of Methodist Schoolroom - £20.
 - NALC (formerly NCAPTC) Subscription - £125.33
 - Insurance - £563.68
 - RGM grass cutting – two cuts in April - £160.00 +vat
 - Travis Perkins – aggregate for pond £126.00 + vat
 - Proposed by Robert Carley, seconded John Barwick that these be approved; all agreed
 - **Acceptance of the annual accounts for 2009/2010:** It was agreed that the accounts, as presented at Open Parish Meeting, and all other items required for External Audit, should be accepted. It was also confirmed that Chris Stringfield be asked to do the 'Internal Audit', Proposed by Mick McManus, seconded Jan Tate. All in favour.
7. **Planning Applications:**
 - Kings Head holiday accommodation, Chestnut Tree Cottage extension and Ivydene workshop all approved.
 - 3PL/2010/0215/F – Pippins Lodge, 78a The Street – annex extension. Plans circulated – no objections from PC (J. Barwick had declared an interest)
 - Jan Tate to team up with South Lopham Parish Council to attend Planning Committee meeting on 28th May 2010.
8. **Footways, Roads and Footpaths:**
 - Footway and drain clearance – Jan Tate reported many requests had not been met due to a lack of funding at Highways. Mick McManus suggested that Barhale should honour their commitments with ongoing repairs to works completed last year.
 - Road safety around School corner – further correspondence with Mr Cosh regarding his concerns. Proposal to present a case for thorough review of traffic/parking/speed limits etc to SNAP meeting at Attleborough in June. Suggested School, PCC, FOSTA, Parish Council all involved to present 'united front'. Mick McManus to represent NLPC on working group.
 - Cherry Tree corner – Clerk has contacted owner of The Old Cherry Tree and the hedge has since been cut.
 - Claiming Rights of Way over 'The Lanes' – claim documents submitted to County Hall.
 - Burial ground wall – no further information on burial wall.
9. **Community Matters:**
 - Village Hall - Report given at Open meeting. AGM is Friday 21st May 2010.
 - Bottle bank has made a profit of in excess of £300 over the past twelve months.

10. **Correspondence:**
The Clerk read out a letter from Brian Frith offering his resignation because he will be residing outside the catchment area of North Lopham. He thanked everyone for their support and wished them well for the future.
11. **South Lopham Parish Council:** Brian Frith attended South Lopham Open meeting in April. Discussion as to how to use Bernice Malson bequest. Request for 'play area' to be put to Village Hall AGM. Peter Coster resigning as Chair at AGM (to be Thursday 13th May 2010).
12. **Items for next agenda:**
- Chickens at cemetery again.
 - Approach Barhale via Highways because of state of roads following completion of works.
 - Further investigation of Affordable Housing?
13. **Date and time of next meeting:**
7.30pm on Wednesday 14^h July 2010 in the Methodist Schoolrooms.