

North Lopham Parish Council

Draft minutes of meeting held on Wednesday 12th September 2007 in the Methodist Schoolroom, North Lopham

1. **Attendance and Apologies:** Present were Brian Frith (Chair), Jane Tate (Vice-Chair), Valerie Garnham, Graham West, Mick McManus, Robert Carley, John Barwick and Mike Cox (Clerk). Also in attendance Evelyn Logsdail (SLPC) and three members of the public. Apologies received from Revd. Rob Mellowship.
2. **Declarations of Interests:** None.
3. **Minutes of last meeting held 11th July 2007:** Approved.
4. **Matters arising:**
 - Internal audit completed by Chris Stringfield. Documents sent to Audit Commission in July. The Clerk reported no response to date.
 - Letchmere: The final account summary was circulated by the Chairman. Total cost to Parish Council was £608 (after deduction of all grants, donations and VAT refund). The final report had been sent to 'Awards for All' and a letter received confirming that 'grant has been closed'. It was noted that we need to keep all records for 7 years. A letter of congratulations had been received from Christopher Fraser MP. The Chair thanked all those who had helped.
 - Meadow Farm – report on response from Breckland regarding agricultural use. Consent would be required to change from agricultural use to 'domestic garden'. Plots seem to have been bought by different people.
 - Additional Insurance re pond items. £25.68 had been paid to secure cover.
5. **Finance Report and Accounts for Payment:**

Balances prior to payment of accounts below: Current A/c £827.54; Deposit A/c £2422.56.

 - Clerk's salary due 1st October £225.00 + £8.29 expenses (£233.29).
 - Hire of Methodist Schoolroom £15.00.
 - Donation of £20.00 to Church in lieu of audit by Chris Stringfield – proposed Graham West, seconded Mick McManus – all agreed.
 - Request for donation to Air Ambulance £20.00. Proposed Jan Tate, seconded Valerie Garnham – all agreed.
 - Brian Frith – final batch of receipts for Pond £340.68
 - Breckland Council fees for press notice re adoption of Code of Practice £10.00
 - Richard Nunn annual charge for cutting Primrose Lane £141.10.
 - RGM cutting of burial ground £94.00
 - Income from burial ground £70.00

Proposed by John Barwick and seconded by Jan Tate that all accounts be paid. All in favour.
6. **Planning Applications:**
 - Beech House – not yet heard
 - Plot in garden 43 The Street – not yet heard
 - Concern over access to 'Dored' (77 The Street) – Breckland aware and investigating.
 - Plot behind 29/31 Kings Head Lane – letter of objection received from Mr & Mrs Sheldrake. A lengthy discussion took place regarding this application. As this is outside of the development area, the Parish Council raised an objection to the application.
 - A mobile home appears to have been sited on footprint of Mr Emms cottage, Kenninghall Rd, where permission has been given for erection of a house. The clerk agreed to check with the Planning Department
 - Brian Frith had heard of plans for a change in licence at Snetterton to give permission for music/extended alcohol and food hours etc. He had made contact with licensing team, but we were too late to make a formal comment (we were not informed as a Parish Council) but he was hoping to be able to attend a public hearing on 19th September at Dereham.

7. Footways, Roads & Footpaths:

- Footpath No 1 – despite a further email to David Mills, no action.
- Church Road footway – Jan Tate reported on her contact with the Highways Engineer in charge of this project. He had assured her that it was still 'on the books' and the scheduled start date was February 2008.
- Kings Head Lane – Jan Tate reported on her meeting with Adrian Sewell regarding damage to verges in Kings Head Lane, following complaints from a resident. Mr. Sewell advised that the cost of widening would be beyond current budgets.
- Communication with residents on keeping footways clear. Adrian Sewell had been asked to take action to ensure that residents in part of 'The Street' kept footways clear. The problem with debris on the path outside 'The White House' had still not been resolved and Jan Tate agreed to contact Adrian Sewell again to see what further steps could be taken.
- A discussion took place regarding the proposed 7.5 tonne weight limit for the village. During an adjournment of the official meeting, members of the public present gave their opinions strongly in favour of the proposed limit. Members were all in agreement that a reduction in heavy vehicle travelling through the village would be desirable, but some members expressed concern that Crown Chicken (whose site is just outside the proposed limited access area) would be particularly penalised and be forced to make diversions along similarly narrow and unsuitable roads. The Clerk agreed to submit our views to the Highways Officer involved.

8. Report on Community Matters: Graham West said that he had been unable to attend either of the two Village Hall Committee meetings in July and August, but hoped to attend that planned for later in September. A member of the public asked how she could register an interest in getting more activities and facilities at the Village Hall. She was advised to contact Committee Members with her ideas.

9. Bottle Bank at Kings Head PH: Details had been received late in July and all thought it was a good idea to go ahead. Unfortunately summer holidays have delayed installation but it is promised soon (*see below*). Proposed Robert Carley, seconded Mick McManus – all agreed

10. Financial discussion & precept: Brian Frith had circulated a summary of annual expenditure that showed that there was unlikely to be sufficient income to cover the cost of the RGM contract. In an adjournment, members of the public said that they thought it was important that the Burial Ground be well maintained as it was in such a prominent position in the village. Parish Council discussed income from proposed bottle bank to supplement funds and or an increase in precept. It was proposed that an increase in the precept of £200 to £2500 would be satisfactory. This would add approx. £1 per household to Council Tax charges. The final decision would be taken at the November meeting, when the precept has to be finalised.

11. Correspondence:

- **Mains Drainage Scheme:** The Chairman had spoken with Stuart Jones of Anglian Water. Scheme is still on track from summer 2008 start, combined with Kenninghall. Sewage will go from North Lopham to Kenninghall then to East Harling treatment works. There would probably be a 'surgery', possibly at the Village Hall, so that residents could ask questions about impact etc.
- **Bus Services:** The Chairman had received notice from Norfolk Passenger Transport that the early morning (06.25) Bus service to Norwich via South Lopham, Garboldisham and Kenninghall was to be withdrawn (it would start at South Lopham), as no-one from North Lopham used the service. The Chairman said he would take steps to find out if the service was not used and notify Passenger Transport accordingly.

12. Report on South Lopham PC meetings: Brian Frith attended July meeting. They had received correspondence regarding Parish Council Forum and Evelyn Logsdail had attended, finding the wide range of topics quite interesting. The next meeting of the Parish Council Forum was due to be held in December. Evelyn Logsdail referred to an email from William Nunn regarding the forthcoming LDF meeting to be held on 17th October.

13. Items for next agenda (other than standard items): None proposed

14. Date and time of next meeting:

WEDNESDAY 14TH NOVEMBER 2007 at 7.30PM, in the Methodist Schoolrooms