

North Lopham Parish Council

Draft minutes of meeting held on Wednesday 14th March 2007 at 7.30pm in the Methodist Schoolroom.

1. **Attendance and Apologies:** Present were Brian Frith (Chair), Jan Tate (Vice-Chair), Val Garnham, Joan Muncila, Michael McManus, Graham West and Mike Cox (Clerk). Four members of the public also attended and Peter Coster represented South Lopham Parish Council. No apologies were received.
2. **Declaration of Interests:** None.
3. **Minutes of last meeting held 10th January 2007:** Minutes read, signed and approved. Mick McManus proposed, seconded by Graham West and agreed unanimously.
4. **Matters arising from the minutes:**
 - Footpath No. 1 – included in item 7.
 - Letchmere/'Awards for All' grant – included in item 8.
 - Grass cutting at Burial ground: References from other Council: The Clerk reported good references from two councils and it was agreed to go ahead with the chosen contractor. Proposed by Mick McManus and seconded Graham West. Clerk to make contact and arrange for first cut in the next week or so, if possible.
 - Annual Parish Open Meeting: Chairman had written to School, Church, Chapel and Village Hall asking for reports. Deadline 10th April – to allow agenda to be prepared.
 - Forthcoming elections: Sets of papers have been received from Breckland and distributed to all current members. Nominations MUST be with Breckland by 4th April. Any other prospective candidates can get the pack from Breckland. List of candidates published 10th April. Election if more than 7. Joan Muncila stated that she would not stand for re-election.
5. **Finance report and Accounts for Payment:**
 - Clerk's salary and expenses - £204.60
 - Hire of Methodist Schoolroom - £15.00
 - Transfer from Current to Savings Account - £2500.00
 - Other accounts for payment - £58.75 to Audit Commission. Cheque for £2280 received from 'Awards For All' making current balances – Investment Account £3422.55; Current Account £2657.61, but approx. £2800 will be spent in next couple of months on pond items.
 - Proposed by Jan Tate, seconded by Val Garnham that all be paid. Agreed unanimously.
6. **Planning Applications:**
 - Mr Hewett, 22, The Street – shed etc – approved.
 - Mr Moyse, Church Road – revised application – approved.
 - Applications not yet heard: Willow Farm Cottage, outline permission; Meadow Farm development; Mr & Mrs Tate, modifications at 4 Cherry Tree Close; Richmond Electronics – remodelled offices; Diss Window & Conservatory, store and offices at Fysons Farm; Mr & Mrs Hawthorne, extension and alterations at The Old Bakehouse.
7. **Footways, Roads & Footpaths:**
 - Footpath No. 1 – Opinion of NCC Footpaths Officer at the moment is that path cannot be moved because it would be diverted onto an existing right of way (Primrose Lane). Cannot trace ownership of the section linking Primrose Lane to path leading to Tanns Lane – so option to extinguish path and create new one is not viable. However, the Chairman was due to meet with the Footpaths Officer and he would press for a resolution to the matter.
 - Church Road footway – Still legal problems acquiring land for widening, but hopefully to be sorted soon. Target start date September 2007.
 - Any other comments/problems – Message from Highways saying that a 'small works' programme for kerbing at Letchmere has been scheduled for work to be completed by end of March (2007). Jan Tate reported on the road outside Cherry Tree and Mustard Pot. Mick McManus reported that Kenninghall Road is in a poor state of repair. Jan Tate has contacted Highways and a job card has been raised – none had previously been identified at Highways. Thanks were recorded to those residents who had helped clear pipe and ditch blockages on Kenninghall Road and Harling Road. The Chairman had received reports of garden rubbish being dumped on Back Lane – he would consult with the Footpaths Officer about this when they met.

8. **Letchmere – detailed plans for spending ‘Awards For All’ grant:** Chairman outlined all the work that had been undertaken to secure quotations for the improvements. Thanks to Gareth Walters for all his work on the plans. Sketch plan shown to demonstrate proposed siting of benches, fencing, seats, notice board, litter bin and lifebuoy. Approved – all in favour. Proposed the new bench retains the Silver Jubilee plaque with an inscription underneath that it was replaced in 2007. ‘Awards For All’ will supply plaques for all items purchased with their grant money.
9. **Mains Drainage scheme:** Chairman read a letter from Anglian Water confirming scheme completion date November 2009 with detailed surveys beginning in the next few months.
10. **Correspondence:** Email from Rob Mellowship – Service on 28th March at North Lopham to institute him as Rector.
11. **South Lopham Parish Council:** Points from January and March meetings. Pc Chris Archer attended January meeting. Propose that we ask him to attend our meeting in July to talk about his role. Clerk to contact and arrange.
12. **Any other business:**
 - It was asked if the Parish Council could request a sign indicating the location of the School/Village Hall in a similar manner to the one on the A1066 at Bressingham. All agreed. South Lopham to ask Highways with support from North Lopham.
 - Walter Vernon asked if the Parish Council could inform householders to amend their house numbers particularly in The Street. The numbers were changed some time ago but mail still goes to the original numbers. Brian Frith said that he would put a note to this effect in ‘The Lophams News’.
13. **Date & time of next meetings:**

Annual Open Parish Meeting – Wednesday 9th May 2007 at 7.30pm.

**Provisional date for first meeting of newly elected Parish Council – The AGM –
Wednesday 16th May 2007 at 7.30pm**

Both will be held in Methodist Schoolrooms.