

South Lopham Parish Council

Minutes of the meeting held at Valley Farm, Low Common. Thursday 9th January 2014 7.30pm

Present:

Council Members: David Huggins (DH)
Tim Frizzell (TF)
John Crisp (JC)
Sarah Martin (SM)
Jim Pursehouse (JP)

Parish Clerk: Caroline Phillips (CAP)

Responsible Financial Officer Gary Phillips (GCP)

Granville Horan (Lophams' Society (LS)),

Member of the public Alan Briggs for item 9a, solar farm planning update

1. **Resignation of the Temporary the Chairman and election of the Next Temporary Chairman.**

JC resigned and was TF was unanimously approved.

2. **To record attendance and consider the acceptance of apologies for absence.**

Apologies were received from SR and RW.

3. **To record declarations of interests from members in any item to be discussed.**

None declared.

4. **To approve the Minutes of the last meeting (14 November 2013).**

The meeting notes were unanimously approved; it was noted the paragraph numbering is awry.

5. **To report on matters arising from the Minutes (other than those listed separately on the Agenda).**

The Clerk has downloaded the new 2013 Model Standing Orders with a view to creating a tailored version for South Lopham. The order form for the book Parish Council's Explained has been received from the NALC, Clerk to place the order.

6. **To receive and approve the Financial Report, the statement of current balances and to consider the following accounts for approval or ratification.**

Opening balance of £2858.01, cleared cheques £304.92, balance as at 31/12/2013 £2553.09. SM was asked to obtain a receipt from St Andrew's Church for the donation of £250.00

a) Lophams' News December 2013 and January 2014 (2x£22) £44, unanimously approved

b) Parish Council Explained, book, £55.99 unanimously approved.

7. **Budget for 2014-15 precept.**

GCP joined the meeting at this point and briefly reminded the meeting of the key items in the budget. It was agreed to obtain quotes for grass cutting at St Andrew's Church. A precept of £2820 was unanimously approved. The final budget must be approved at the March meeting.

8. To discuss how best to fill the vacancies of Chairman and Clerk/Responsible Financial officer.

After discussion JC agreed to fill the vacancy of Chairman and will be appointed at the March 2014 meeting. A possible candidate for the position of Clerk has been identified. JC, CAP and SM will meet with the candidate.

9. To receive reports from Councillors on the following;

- a. Planning Matters **SM**. An update on the solar farm application/s. There were no other planning matters to discuss so the meeting invited A Briggs to provide an update of the solar farm application(s). Breckland has decided no Environmental Impact Assessment (EIA) was required. A letter has been sent by Lopham residents questioning this decision. To date no formal planning application has been received by the Parish Council. R Pike has asked whether a further meeting was needed. The meeting unanimously agreed a formal structured meeting was required. Clerk to reply to R Pike. SM will ask Breckland Planning why the Council is not notified of EIAs
- b. Highways **JP**. The 30mph flashing sign on the A1066 (entering from Thetford end) is not working (now fixed). Damage to the road at Church Street has been repaired. Flooding near Chequers Lane is scheduled but outstanding, similarly the 30mph sign.
- c. Community Matters **DH**.
- d. Footpaths **RW**. No report.
- e. Works **TF**. Nothing outstanding.

10. Other Reports

- a. Parish Website **SR**. No report.
- b. Lophams' Society **GH**. The Christmas drop in was very successful. Future events planned are Spring Quiz 28 March, Autumn Quiz 12 September, possibility of a further quiz in November was being discussed. A Summer Jazz Concert and a Summer Afternoon Tea for senior residents.

11. To consider other items of correspondence.

The Clerk had received an email asking about the need for land to build affordable housing. The inquiry should be directed to Breckland Council.

12. To transact Any Other Business and receive suggestions for items to be placed on the Agenda for the next Meeting. Solar farm planning and the budget to remain on the agenda until further notice.

13. Date and time of next Meeting.

13 March 2014

Village meeting suggested as 11 April 2014 TBC

8 May 2014

10 July 2014

Future dates TBC

Signed..... Caroline Phillips (Clerk)
Date: