

South Lopham Parish Council

Minutes of the Parish Council Meeting held on 12 November 2024 at Lophams' Village Hall, Church Road, North Lopham, IP22 2LW.

Present:

Councillors: Mr Rob Webb (RW) Chair
Ms Alana Gudge (AG)
Mr Barry Harber (BH)
Mr Jim Pursehouse (JP) Vice Chair
Mr Simon Puttock (SP)
Mrs Anne Shipperlee (AS)

Clerk: Alison Pena (AP)

Members of the Public (MoPs): zero

1. **Apologies for absence** – Mrs Kate Patel (KP), County Councillor Steve Askew and District Councillor Marion Chapman-Allen.
2. **Declarations of interest** on items on the agenda and any requests for dispensations - none.
3. **Minutes of the Parish Council Meeting and Annual Meeting held on 11 September 2024** – proposed by AS, seconded by JP, all in agreement and signed off by the Chair.
4. **Public Forum** - none
5. **Reports from the District and County Councillors** – District Councillor Chapman-Allen circulated her report ahead of the meeting and content noted.
6. **Matters Arising:**
 - a. **Draft Budget 2025-26** – the Clerk presented the draft budget for discussion. It was agreed to review, discuss further and approve at the January 2025 meeting. The Clerk would discuss with the internal auditor his reporting requirements under AGAR. A comparison of precepts for equivalent size parish councils in Breckland to be undertaken to inform proposed SLPC precept for 2025-26.

ACTION: Clerk to action.

- b. **Parish Partnership Scheme 2025-26** – it was agreed that the cost of village gateways and installation was prohibitive. It was agreed to apply for an additional SAM2 to monitor speed awareness.

ACTION: Clerk to action and consult with NCCH and SA for support.

7. **Planning:** no applications received.
8. **Financial Report to 31 October 2024** was noted and agreed by all.
9. **Payments needing approval:**
 - a. Lophams Village Hall - £25 for hire of hall for November 2024 PC meeting
 - b. Clerk's Pay for October - £236.08 net – paid end of October 2024
 - c. HMRC for October - £12.60 - paid end of October 2024
 - d. Clerk's Pay for November - £270.72 net
 - e. HMRC for November - £21.20
 - f. NALC for gov.uk domain and email addresses - £14.40
 - g. Gary Bennett for grass cutting at Pansthorpe Lane - £245
 - h. Gary Bennett for grass cutting at War Memorial - £70
 - i. Gary Bennett for grass cutting at Primrose Lane - £122.50
 - j. Rob Webb -£34.50 for Wreath for Remembrance Sunday
 - k. Rob Webb - £52.50 Tree Packs
 - l. Alana Gudge - £30 for spring bulbs
 - m. Clerk Expenses - £20.50 for wine for internal auditor

All payments were proposed by AP, seconded by BH and all in agreement to be paid.

ACTION: Clerk to action.

10. **Reports:**
 - a. **Planning Matters** – BH circulated his report prior to the meeting.
 - b. **Highways** - AS had circulated her report; she would contact the NCCH Engineer for approval of the proposed posts for area around the war memorial. The damaged drain had been inspected and would be actioned.
 - c. **Community Matters** – JP that the next litter pick would be on Sunday 17 November from 11 – 12pm. The Lophams Bonfire had been highly successful and raised c£4,000. The Remembrance Service at the war memorial saw approximately fifty people attend.
 - d. **Blo' Norton Road site** – AG reported that a local company had agreed to clear the land for £100 + VAT. Gary Bennett had offered to spray the area for £60. A Rural Community grant had been applied for and awaited a response in the New Year. Further grants/funding and sponsorship were being sought.
 - e. **Footpaths, hedges, and ditches** – RW reported that the application for registration of four footpaths were still under review. A further tree pack had been purchased.

- f. **Works** – The noticeboard and bus shelter had been tidied and trees cut back around the phone box library.
- g. **Facebook Page/SNAP Meeting** – KP had circulated her report ahead of the meeting. The next SNAP meeting was at Kenninghall Village Hall on 19 November 2024.
- h. **SAM2** – the Clerk had obtained a cost for a replacement battery at £84 + VAT. RW would contact the supplier Westcotec regards inspection.

ACTION: RW to action

11. Correspondence:

- a. **Local Government Pay Award** from 1 April 2024 – the Clerk advised that new pay award had been agreed to be backdated to 1 April 2024. This represented an hourly increase of 63p/hour.
- b. **Breckland Council Car Park Consultation** – noted. It was agreed that SLPC would object to car parking charges.

ACTION: Clerk to action

12. Suggestions for items to be included on the agenda for the next Meeting

- a. **Financial Regulations**
- b. **Budget for 2025-26**
- c. **Precept 2025 -26**

13. Date of next meeting: The next meeting would take place on Tuesday 14 January 2025 at Lophams' Village Hall at 7pm.

14. Future Date for 2025 – noted as:

14 January 2025

11 March 2025

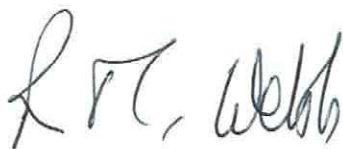
13 May 2025

8 July 2025

9 September 2025

11 November 2025

Signed:



Chair

14/1/25.

Dated: