

South Lopham Parish Council

Minutes of the Parish Council Meeting held on 11 March 2025 at Lophams' Village Hall, Church Road, North Lopham, IP22 2LW.

Present:

Councillors: Mr Jim Pursehouse (JP) Vice Chair
Mr Barry Harber (BH)
Mrs Kate Patel (KP)
Mr Simon Puttock (SP)
Mrs Anne Shipperlee (AS)

Clerk: Alison Pena (AP)

Members of the Public (MoPs): 1

1. **Apologies for absence** – Mrs Alana Gudge (AG), Mr Rob Webb (RW) Chair and District Councillor Marion Chapman-Allen (MCA).
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 14 January 2025** – proposed by AS, seconded by SP, all in agreement and signed off by the Vice Chair.
4. **Public Forum** – a member of the public and Trustee of the Fuel Allotment Trust addressed the meeting. As the managing body for the Little and Great Fen she advised that the 60 year lease agreement with Suffolk Wildlife Trust (SWT) was due to expire in September 2025. It was agreed the Trust would write to SWT to determine their intentions and the Clerk would contact the County and District Councillors to see if there was any support available to the Trust to review the lease.

ACTION: Clerk to action.

5. **Reports from the District and County Councillors** – no specific reports were received although information had been provided regarding the Local Government Reorganisation and proposed devolution.
6. **Matters Arising: none**
7. **Planning:**
 - a. 3PN/2024/0038/UC – Low Common - Application to determine if prior approval is required for a proposed change of use from Commercial, Business and Service (Use Class E) to No.1 of dwellinghouse (Use Class C3) Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class MA – no objections raised.
 - b. PL/2025/0071/HOU – Hill Acre, Middle Road, Blo' Norton - Retrospective planning permission for detached 4 bay garage building with hobbies room – concern was raised

about possible future development of the building into a separate dwelling and separate access.

ACTION: Clerk to action on the Breckland Planning portal.

8. Financial Matters - to agree the following:

- a. Review SLPC Standing Orders – these were agreed and signed off by the Vice Chair.

ACTION: Clerk to update on website and review in March 2028.

9. Monthly Financial Report to end of February 2025 – noted and agreed.

10. Payments:

- a. Lophams Village Hall - £25 for hire of hall for March 2025 PC meeting
- b. Clerk's Pay for February 2025 - £217.27 net - noted prior approval by email and payment
- c. HMRC for February 2025 - £7.80 - noted prior approval by email and payment
- d. Clerk's Pay for March 2025 - £217.27 net
- e. HMRC for March 2025 - £7.80
- f. James Forber Landscapes - £1,750 for labour costs for fencing land at Blo' Norton Road - noted prior approval by email and payment
- g. MW Nice Ltd - £2,421.25 material costs for fencing land at Blo' Norton Road - noted prior approval by email and payment
- h. Amazon - signage for Blo' Norton Road (AG) – tba
- i. Gary Bennett - £140 for clearance of footpath FP23, Fersfield Road – agreed for works to go ahead.
- j. Gary Bennett - £60 (2x £30) for spraying land at Blo' Norton Road – agreed for works to go ahead.

All payments were proposed by AS seconded by SP and all in agreement to be paid.

ACTION: Clerk to action.

11. Reports:

- a. **Planning Matters** – nothing to report as above at 7.
- b. **Highways** - AS had circulated her report; a drain at end of Church Road was still blocked but reported to NCCH. AS thank the Highways Engineer for his support and quick actions on all highways matters.
- c. **Community Matters** – Noted that the next litter pick would be on Sunday 13 April.
- d. **Blo' Norton Road site** – AG had circulated her report; her hard work on this project was noted by all.
- e. **Footpaths, hedges, and ditches** – RW had circulated his report, and it was agreed to go ahead with the clearance of Footpath 23 via Fersfield Road and spraying of Blo' Norton Road land, timings to be agreed.

ACTION: RW to action.

- f. **Works** – It was agreed to go ahead with a cast iron sign at cost of £180+VAT for the memorial green. SP offered to donate a post and concrete. He would obtain a “mock up” and circulate for comments.

ACTION: SP to action.

- g. **Facebook Page/SNAP Meeting** – KP noted there were now 1,109 members of the Facebook page. The next SNAP meeting was on 9 April 2025 at Lophams Village Hall at 6.30pm.
- h. **SAM2** – RW had obtained costs for repair from the supplier of £957.50+VAT. It was agreed to await the outcome of the Parish Partnership Scheme bid before making any decisions.

12. Correspondence:

- a. Gov.uk email addresses – the Clerk updated the meeting and would send out instructions for setting up.

ACTION: Clerk to send out information and all to set up emails by end of April 2025.

- b. Devolution and Local Government Re-organisation – information circulated by NALC, BDC and County & District Councillors was noted. It was agreed to object to the LGR and devolution as a PC.

ACTION: Clerk to respond on behalf of SLPC and send to KP for posting on Facebook page.

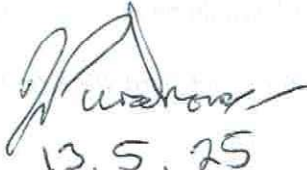
- c. Virtual Town Hall Event – 4 March 2025 – noted.

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

- a. Review of Code of Conduct

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

Signed:



VICE
Chair

Dated:

13.5.25