

SOUTH LOPHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held on 10 March 2026 at Lophams Village Hall, Church Road, North Lopham, IP22 2LW.

Present:

Councillors:
Cllr Barry Harber (BH)
Cllr Jim Pursehouse (JP) Vice Chair
Cllr Anne Shipperlee (AS)
Cllr Rob Webb (Chair)

Clerk: Alison Pena (AP)

Members of the Public (MoPs): 1

1. **Apologies for absence** - Cllrs Kate Patel, Alana Gudge and District Councillor Marion Chapman-Allen (MCA) No apologies received from Cllr Simon Puttock.
2. **To receive** declarations of interest on items on the agenda and **consider** any requests for dispensations – no declarations of interest were made. It was noted and agreed that Cllr Alana Gudge be given a nine month dispensation for personal reasons.
3. **Minutes of the Parish Council Meeting on 13 January 2026** - proposed by AS, seconded by BH, all in agreement and signed off by the Vice Chair.

4. Matters Arising:

- a) **IT Policy** - the Clerk presented the draft IT Policy and FOI documentation; this was agreed by all and signed by the Chair.
5. **Public Forum** - a MoP raised concerns about the speed of traffic on A1066 (especially from Diss) as his home was within the national speed limit zone. AS had written and met with the NCCH Engineer who had stated that there was no supporting evidence (speed data and accident statistics) at present to justify a change. It was noted that as this was a straight stretch of road into the village, visibility was good.
6. **Reports from the District and County Councillors** - None. It was noted (as at 11a) that County Councillor Steve Askew was stepping down at the County Council elections in May 2026. The Chair and all councillors thanked SA for his help and support over the years he had represented South Lopham.

7. Reports:

- a) **Planning Matters** - BH had circulated his report.

- b) **Highways** - AS had circulated her report; she had met with the NCCH Engineer recently and discussed the area around the war memorial, he would have no objection in principle to a low level hedge to deter parking. The state of the verge on Redgrave Road had been raised by a MoP. AS had sent the Environment Agency photographs of the area where sewage was present on Blo' Norton Road and was awaiting a response.
- c) **Community Matters** - the litter pick took place on Sunday 8 March. It was agreed that litter picking equipment and heavy duty sacks be purchased for future litter picks.

ACTION: Clerk to action.

AS reported that the new Sip n Social Club was a success with 45 people attending the last meeting. Donations have been received from local charities to help fund resources.

- d) **Blo Norton Road site, "Field View"** - No report received. The area would be sprayed and trimmed later in the Spring.
- e) **Footpaths, hedges, and ditches** - RW had circulated his report.
- f) **Works** - no report received.
- g) **Facebook Page/SNAP meeting report** - KP had circulated her report; thanks were extended to KP for distributing "No Cold Call" stickers to all households.
- h) **SAM2** - the Clerk proposed that she could download the data and provide an analysis for each meeting if SP could move the SAM2 unit every month.

ACTION: Clerk to action.

8. Planning:

- a) **PL/2026/0274/CLEUD – Mill House Annexe, Thetford Road** - Certificate of lawfulness to establish separate, self-contained residential use of The Annexe and associated garden land - it was agreed that to object to this application on basis of previous application and refusal.

ACTION: BH to check wording.

- b) **PL/2026/0235/SU37 – 3 Council House, Church Road** - SU37 application under S37 The Electricity Works (EIA) Regulations 2017 – overhead line works – no objection.

ACTION: Clerk to action.

- 9. **Financial Report** to 28 February 2026 was proposed for approval by AS, seconded by JP and all in agreement.

10. Payments:

- a) Lopham Village Hall - £25 for hire of hall for March 2026 PC meeting
- b) Clerk's Pay for February 2026 - £222.70 net
- c) HMRC for February 2026 - £9.40
- d) Clerk's Pay for March 2026 - £222.90 net
- e) HMRC for March 2026 - £9.20

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

ACTION: Clerk to action payments.

11. Correspondence

- a) **County Councillor Steve Askew announcement** - noted as at item 6 above.
- b) **Local Government Reorganisation and Devolution** - noted that county council elections would now take place in May 2026 and district and parish council elections in May 2027. There was no date yet on the government's decision on unitary authorities for Norfolk.
- c) **Breckland Local Plan Update** - it was noted that statutory comments were now available on Breckland's website. The Regulation 19 consultation was due to take place in the summer before submission to government at the end of the year.
- d) **Phone Box Library** - correspondence noted. The parish council thanked the MoP responsible for looking after it and understood her comments.

ACTION: Clerk to action

12. Suggestions for items to be included on the agenda for the next Meeting: AGAR 2025-26.

13. Date of next meeting: The next meeting would take place on **Tuesday 12 May 2026** at Lophams' Village Hall at 7pm. To note this is also the Annual Meeting and Annual Parish Meeting.

14. Future Dates:

14 July 2026
8 September 2026
10 November 2026

Signed:

Chair

Dated: