

**MINUTES OF MEETING
FOR NORTH LOPHAM PARISH COUNCIL
10th January 2018**

Attendance and apologies

In attendance Julie Crossley (Clerk), Jan Tate (Vice Chair), Mike Tipple, Mick McManus, Dawn Eagles, Robert Carley

Apologies from William Nunn (Chairman)

Steve Askew

Marion Chapman Allen

5 members of the public attended

Declarations of interest – none declared

Minutes of meeting from 8th November 2017 approved by Mick McManus

Matters Arising

Jan Tate as Vice Chair chaired the meeting in William Nunn's absence.

Matters arising

1. Parish Plan and Local Plan

An email from Leo Verhaag was read out. Parish Councillors will think about whether they know of local residents who might be interested in assisting with the Parish Plan. It was agreed that there should not be another circular, there has already been two with little response.

A letter from Capita was read out re progress with the Local Plan and where this can be viewed. A copy of this has been forwarded to Leo Verhaag.

2. GDPR and appointment of DPO

The Clerk advised the meeting that the Parish Council would need to discuss the appointment of a Data Protection Officer. That communications had been taking place with William Nunn and East Harling Parish Clerk and we would put this on the next agenda to prepare for the General Data Protection legislation which comes into force in May 2018. Parish Councillors were reminded that their personal contact details are available on the Parish Council and BDC website.

3. External Auditors

The meeting was advised that the Parish Council Auditor will change from Mazars to PKF Littlejohn

4. Road safety at St Andrews School

The Clerk read out an email from David Jacklin dated 10th November 2017 and it was agreed that we go back to David Jacklin for clarification about double yellow lines on the basis that parents are not there briefly, they have to see the children in. The Parish Council liaise with the School Governors and members of the public about places to park.

Member of the public recalled that double yellow lines had been ruled out by the Police and given David Jacklins response about Traffic Regulation Order this may well be the case. The Clerk will liaise with School Governors to see if there can be a joint approach to achieve the best possible safety regime at the school. Further discussion about dropped kerb with red tarmac. It was felt this might help as it would be a more designated crossing point and red tarmac would stand out. Clerk to confirm the cost of the dropped kerb with red tarmac with David Jacklin, £2018- £2477 was previous estimate. The Parish Council would have to pay for this and could apply for 50% of the funds from the Partnership Scheme if this is available next year.

5. Cranwick and service road letter

JT read out an email from Parishioner about the proposed relief road from the Cranwick Site who also noted what he felt would be the most sensible way to proceed i.e. via the Bio Mass with a roundabout on the Lopham to Kenninghall Road thereby taking the HGV's directly onto the Garboldisham Road. It was agreed that NLPC should request sight of the plans via Kenninghall Parish Council/Cranwick. Letter from Crown 22nd November was read out to the meeting. The plan for the road is ongoing. **Mmc** noted you would need permission from Highways for the road and a roundabout. This and purchase of land is likely to lead to a delay in any relief road being agreed. Clerk to write to Crown and ask them to keep us updated as the plans progress.

6. Precept and budget

The Parish Council agreed that the Precept should remain as last year £3600. **JT** signed the papers.

Financial Matters

Approval given for the following payments

Newsletter for December and January 2017 - £35.80 x 2

Retrospectively for North Lopham Memorial wreath - £15.00

Hire of The Mess - £10.00

Groundscape - £360.00 – 3 cuts of cemetery and 1 of footpath

Clerks Salary and HMRC for January 2018 £240.00

Balance of current account £3511.47 (at 29th December 2017)

All approved.

Planning Applications

The following planning applications were considered;

1. 3PL/2017/0943/F – erection of 2 1 ½ storey dwellings with parking at rear of 29-31 Kings Head Lane – approved
2. 3PL/2017/1439 – Loft conversion with gable and roof windows, Meadow Lane – PC did not object
3. 3PL/2017/1286/O – Erection of 1 ½ storey dwelling with cartlodge, 2 Meadow Lane - Withdrawn
4. 3PL/2017/1327/F – Erection of 3 dwellings with garages and temporary siting of caravan – Kings Head Lane. - Approved

5. 3PL/2017/1611/VAR – variation of condition 2 on pp
6. 3PL/2017/1261 PC has now commented to be reported on the website.

Any other business

Highway rangers

Breckland have been emailing us all summer to say that the Rangers are coming but to date we have not seen them and **JT** is going to phone Darren Thomson at Breckland.

Drains –

Anglia Water email about blocked drain read out. **MMC** considered this was a highways issue rather than Anglian Water. The Clerk will email Anglian Water and copy NCC in.

Grit bins

The Grit bin in Kings Head Lane has now been filled.

Frizzels and email for 50% of cost from SLPC

The Parish Council were in agreement that we advise SLPC that we agree to share the cost of cutting Primrose Lane in 2018

Update on Driers plans

Emails read out from Case Manager at BDC and Marion Chapman Allen regarding the present position with the planning at the Old Drier.

Meeting finished at 20.20. Next meeting is on 14th March 2018

Signed.....

Dated.....