

MINUTES OF MEETING FOR NORTH LOPHAM PARISH COUNCIL

9TH May 2018 AGM

1. Election of Chairman and Vice Chairman
Proposals for Chairman – William Nunn Proposed by Jan Tate and seconded by Dawn Eagle, proposals for Vice Chairman Jan Tate proposed by Mick McManus and seconded by Mike tipple
2. In attendance, William Nunn, Jan Tate, Mike Tipple, Robert Carley, Dawn Eagle and Mick McManus plus Marion Chapman Allen and Stephen Askew.
3. No declarations of interest.
4. To approve the Minutes of the last meeting of the last AGM dated 10th May 2017 and Minutes of Meeting held on 14th March 2018. Approved by Councillor MMc
5. The Parish Council approved the Internal audit and Annual Governance Statement, and the Certificate of Exemption signed as Parish Council agreed to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

Matters arising

6. **Update Council on GDPR**, Clerk has registered Parish Council with ICO and read out some information regarding duties and next steps. Chairman noted that NALC lobbying Parliament for exemption for Parish Councils but for now we have to comply.
7. **Update on extension to the Trod** – payment for 50% £2107.09 received as part of NCC PP Scheme. The Clerk advised the Council that Highways have been asked to confirm that there will be no cost related to the telegraph pole but have not received a response. County Councillor Stephen Askew offered to speak to David Jacklin. He would also be pleased to contribute to the cost from his personal Council budget albeit that he could not set a figure. The Parish Council thanked him.
8. **Update on dropped kerb** – This has now been done and Stephen Askew was thanked by the Parish council for covering the cost and arranging completion so quickly.
9. **Vacancy for Parish Councillor** – there had been no applicants. BDC have advised the Council proceed to co-opt. Request that this is put in the Newsletter.
10. **Update on Church Farm application** – no further information since 14th March 2018 when the District Valuer was noted to have almost completed their independent review.
11. Speedwatch – more volunteers needed currently there are 9 volunteers. They carry out the speedwatch in groups of 3 every fortnight usually between 0830 to 0930 and between 1600 and 1700 hours on a rota system. Anyone who would like to volunteer would be most welcome.

- 12 Letter to DPD – The Clerk advised that following a complaint from a resident about being overtaken by a DPD van in the village a letter was sent to DPD on the 26th March 2018 but no response received.

13. **Parish Plan**

Member of the public updated the meeting. They have had a meeting with BDC which had been extremely helpful. The Committee are proposing to finalise a questionnaire to circulate in the village to gauge opinion. It is intended this be done in the main by email with those not on email being hand delivered. They want to gauge responses and if only concerned with planning and housing might re-consider. Asked the Parish Council for approval for a Letter of authority to confirm that they agree to the Parish Plan on the basis they have now appointed a Committee and will report to the Council and attend Meetings to respond to any questions. Query re insurance. Clerk will check with the Parish Council insurance whether the Parish Plan committee would be covered should there be any incidents whilst they circulate the questionnaire or generally. Whether there has to be a Parish Councillor on the committee. All Parish Councillors were happy for the Parish Plan committee to proceed to circulate the questionnaire. Survey monkey costs £35.00 for a month – would need cover for 2 months which would be £70.00. Approval for this cost will be covered.

Play Equipment

The Chairman had had a request from member of public asking for a letter of support from Parish Council to confirm that they are supportive of Children's play equipment being put in and why. Clerk agreed she would draft and forward on.

Financial Matters

Approval was sought for the following payments

ICO Registration - £35.00

Hire of The Mess - £10.00 for May meeting

GDPR training E.Harling 7th April £30 50% to be reimbursed from BNPC

NALC Membership £182.95

Newsletter May 2018 invoice £35.80

NALC annual payment re GDPR £25.00

Internal audit – donation £25.00

Balance of current account £5188,92 including payment for laptop and printer

Balance of NS&I account £2762.87

Income for March/April burial plot £40.00, burials £160.00

Planning Applications

The following planning applications were considered;

1. Consultation Full – 3PL/2017/1261F Solly's Piece application approved
2. Meadow Lane – 3PL/2018/0458 Parish council have objected to this application

and heard concerns from a member of the public regarding the application.

Any Other Business

Litter pick reminder on Saturday the 12th May at 09.30.

Cost of strimming around the pond at £25.00 and increase in cost of strimming cemetery to £60 – PC approved unanimously

Parish Councillor **MT** had been asked to mention - Bird scarers going off 05.30 to 20.30 – One parishoner is losing trade in their Bed and Breakfast. They are on light sensors. William Nunn will speak to local farmer Mr Goodrum. NFU guidelines 0700 to 1900 and 4 times per hour.

JT asked about white junction lines which have faded almost completely. Councillor Askew asked to be emailed regarding this and he will follow up.

Meeting closed at 20.30

Next meeting Wednesday 11th July 2018

Signed.....

Dated.....