

**MINUTES OF NORTH LOPHAM PARISH COUNCIL AGM
ON TUESDAY 21st MAY 2019
AT THE MESS, NORTH LOPHAM**

1. Election of the Chairman – William Nunn
Proposed by Mike Tipple Seconded by Mick McManus
2. Election of the Vice Chairman – Johanna Tuck
Proposed by Dawn Williams Seconded by Jan Tate
Vote by Councillors on the proposals: Unanimously approved
3. To record attendance and consider acceptance of apologies for absence.
Apologies: William Nunn (Chairman),

In attendance: Jan Tate, Johanna Tuck, Mick McManus, Dawn Eagle, Mike Tipple, Julie Crossley (Clerk)
Marion Chapman Allen
4. To record declarations of interest. None declared
5. To approve the Minutes of the last meeting of the meeting on 13th March 2019 and AGM Minutes of May 2018 Approved by M. McManus

Matters arising

6. Exception sites and email (22/04) from James Heaton for discussion

MCA updated the PC with her own experience. It was agreed to invite Hastoe. MCA will speak to someone at BDC to offer us some guidance for one other. MCA will email the Clerk. No land has been identified as yet.
7. Cranswick expansion proposals

Discussion re the item in the Kenninghall Newsletter. The Parish Council agreed that the Clerk should write to Kenninghall PC and Cranswick for representatives of NLPC to be invited to the next meeting. Discussion about effect of expansion of extra HGV's on local residents.
8. Updated Financial Regulations for consideration

These were approved and agreement given that the computer to be updated at 1 to 1 to ensure it is virus free and cleaned.
9. Thanks to Stephen Askew regarding Yellow Zig Zag road markings o/side school

The vice Chairman read out his email regarding the faded zigzag signs. Mr Jacklin has agreed to deal in due course. The quote for tarmacing the trod is £9,811.24 and this was unanimously turned down.

Query raised about sighting of road closure signs which have been obstructing the footpaths. It is not clear who sets these out.

10. Demolition at Church Farm

Discussion and reading of various email exchanges between the Clerk and BDC (Enforcement Officer) and Land Contamination officer. It has been confirmed that the necessary reports have not been provided as they should have been by the Developer before the building was demolished regarding land contamination. MCA advised the Clerk to let Mr Curtis Planning Enforcement Officer know that HSE have directed us to Environmental Health. MCA will speak to Capita and The Contaminated Land Officer and suggested the Clerk will contact EDP on behalf of the Parish Council. The main concern is effect on parishioners health given the vicinity to residents and the school and reassurance is necessary.

Member of the public raised his concern about asbestos and the risk to health.

11. Parish Council vacancy

There is a vacancy to be advertised. To send Robert Carley a thank you card after 26 years as a Parish Councillor.

Johanna Tuck agreed to take over as bank signatory. The Clerk contact Barclays for new Mandate form

12. Finance

Approval of the Annual Governance Statement and Internal Audit was provided unanimously

Approval was given for the following payments

- a) £36.00 for Mr and Mrs Bird for Cuprinol to stain village benches
- b) £71.60 for Lopham Newsletter (April and May edition)
- c) £190.87 for NALC annual Subscription
- d) £343.55 Came and Company Insurance subscription
- e) £10.00 The Mess
- f) £25.00 Internal audit donation

Income – Cemetery Memorial placements x 2 £100

Precept - £1,800.00

Bottle Bank revenue - £496.24

Balance of current account £3,988.43

Any Other Business

Query about Groundscape. Is he attending to trim inside of the pond fence. Looking for volunteers for a working party to tidy up round the back of the pond.

Complaint re overhanging hedges and branches – Box Tree Farm is the main culprit. Electricity cables are getting tangled into the conifers.

Next Meeting Wednesday 10th July 2019

Meeting closed at 20.20