

# HOPTON-CUM-KNETTISHALL PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING

THE VILLAGE HALL, HOPTON

MONDAY 12<sup>th</sup> JUNE AT 7.15 PM

(Draft until approved and signed)

### PRESENT:

Councillor Loreen Macklin Horsfall (Chair) (LMH)

Councillor Andrea Hanks (Vice Chair) (AH)

Councillor Su Delve (SD)

Councillor David Faiers (DF)

Councillor Jo Hassan (JH)

Councillor Ben Shotbolt (BS)

### ABSENT:

Councillor Robert Capon (RC)

Councillor Joolz Thompson (JT)

### IN ATTENDANCE:

Nicholas Spring (Parish Clerk) (NS)

County Councillor Joanna Spicer (JS)

District Councillor Carol Bull (CB)

Three members of the public were present.

The meeting closed at 8.25 pm

Nicholas Spring

Parish Clerk

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1. Apologies for absence were received from RC and JT
2. Members' declarations of interests & requests for dispensations  
None
3. Public participation session  
Road repairs were raised.
4. Reports from the County and/or District Councillor  
JS reported on the site meeting to look at the installation of a white paling gateway into the village from Market Weston. This would be for the Parish Council to buy and maintain but a grant would be available. The next step would be to look at designs. It was suggested that the Council should also look at purchasing a VAS which recorded data. JS would follow up on why Olives Throat had not been cut and noted that it was due to be upgraded. She also reported that Highways would consider using recycled material for the boardwalk but that Natural England approval would be needed. The footpaths map being produced by Burgess Homes would not need to be finalised until the Sarsons Meadow development started to be occupied.  
CB noted that the Thelnetham Road application for 47 dwellings had been refused by the Planning Inspectorate. She also informed the Council that funding could be available for play equipment; that she was looking into the arrangements for refuse collection at the cemetery; and that she would make some locality funding available for the coronation mugs.
5. The minutes of the meeting held on 22<sup>nd</sup> May 2023 were approved.

6. To review any action points highlighted in the minutes  
It was agreed to order coronation mugs.

7. End of Year 2022/2023

The following were reviewed and agreed:

- the Internal Audit Report received from Heelis & Lodge
- the Council's Internal Controls
- the Annual Governance Statement
- the Accounting Statements & Bank Reconciliation
- the Explanation of Variances and the Statement on the Reserves
- the Certificate of Exemption

The Chair & Clerk signed the Annual Governance Statement and the Chair signed the Accounting Statements

Responsible Finance Officer to set the commencement date for the exercise of public rights as 13<sup>th</sup> June

The Certificate of Exemption was signed by the RFO and the Chair

8. The Cemetery
- a. It was agreed that the Clerk should compare the cemetery fees with other parishes and report back
  - b. It looked as though there might be no further capacity within the next five to ten years. It was agreed that in the first instance, enquiries should be made about the possibility of purchasing some adjacent land.
9. Correspondence
- Correspondence had been received from the PCC about the cost of the All Saints Church floodlights. It was agreed that the lighting was a community asset which enhanced both the beauty and security of the village. It was agreed to give a grant of £175 to the cost of the lighting last year, to pay for replacement LED lights and to fund 50% of the annual cost as of this year.
10. Reports from
- a. The Chair  
Nothing to report
  - b. Councillors  
BS agreed to bring a draft Emergency Plan to the next meeting.  
AH reported that the village tree wardens had attended a training course.
11. Planning
- a. To consider the Parish Council's responses to any planning application consultations  
None
  - b. Sarsons Meadow development update (if any)  
None
  - c. To consider a scheme of delegation for commenting on planning applications  
This was agreed.
12. Finances
- a. The Council received the monthly Budget Report
  - a. Council approved the Payments Schedule
13. The date of the next meeting was confirmed as Monday 10<sup>th</sup> July 2023