

HOPTON CUM KNETTISHALL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

THE VILLAGE HALL, HOPTON

11TH MAY 2026 AT 7.15PM

(Draft until approved and signed)

PRESENT:

Councillor Andrea Hanks (Chair) (AH)

Councillor Peter Cox (PC)

Councillor David Faiers (DF)

Councillor Jo Hassan (JH)

Councillor Ben Shotbolt (BS)

ABSENT:

Councillor Su Delve (Vice Chair) (SD)

Councillor Robert Capon (RC)

Councillor Julian Thompson (JT)

IN ATTENDANCE:

Nicholas Spring, Clerk (NS)

NOT PRESENT:

County Councillor Harry Richardson (HR)

District Councillor Carol Bull (CB)

6 members of the public were present.

1. Election of Chair and Vice Chair
 - a) Council elected AH as Chair
 - b) Council elected SD as Vice Chair
 - c) Declarations of Office were signed
2. Apologies for absence: SD, RC, JT, HR and CB
3. Members' declarations of interests & requests for dispensations if any - none
4. Reports from the County and/or District Councillor – a written report had been received from new County Councillor Harry Richardson
5. Council to consider any matters relating to highways, pavements, footpaths and trees not already considered

The following matters were discussed;

- creation of a “runway” across Olive’s Throat

- the state of the pavement from the shop to Walnut Close
 - the status of the green space at Sarsons Meadow
 - the position of the planter by the shop – it had been knocked and spun round again – would need a forklift truck to move – Highways to be consulted
 - the bus shelter: clear plastic damaged some time ago by spray paint and cigarette lighters so would never look clean – Parish Council to request Highways for its replacement with a simple shelter and kerbing adjusted with the S106 monies
 - locations for SIDs: Common Road and Fen Street neighbour surveys completed; Nethergate Street pending; developer to be asked if they had identified a site for one in Bury Road
 - the repaired SID was back in situ
 - 30mph stickers to be ordered
 - dog bins: purchase of two more to be considered - land owners' permissions required and farm machinery movements to be taken into account
 - cemetery bins: still some issues with their being returned to the right place for collection – notice needed?
6. Public participation session - none
 7. Village Hall Working Party – no update since previous meeting
 8. Council approved as accurate the minutes of the meeting held on 13th April 2026
 9. Policies and Procedures

Council reviewed and re-adopted the following policies and procedures:

- a) Standing Orders
 - b) Financial Regulations
 - c) Risk Assessment
 - d) Grant Awarding Policy
 - e) Data Protection Policy
 - f) Privacy Notice
 - g) Document and Electronic Data Retention Policy
 - h) Freedom of Information Policy
 - i) Freedom of Information Publication Scheme
 - j) Complaints Procedure
10. Planning
 - a. Council to consider its responses to any planning application consultations - none
 - b. Sarsons Meadow development update if any – none

11. Finances
 - a. Council received the monthly Budget Report
 - b. Council approved the Payments Schedule
12. Information updates from Councillors and the Clerk

BS – to purchase a combination lock for the SID
PC – update on the school
AH – requested any items for the newsletter
13. To review any action points raised at previous meetings and not already considered - none
14. Date of the next meeting: Monday 8th June 2026