

SPARHAM PARISH COUNCIL

**The next meeting of the Council will be held on
Tuesday 14th February 2023,
commencing at 7.30pm in the Old School Room, Sparham.**

*Sparham Parish Council welcomes the public and press to its meetings.
You may address the Council during the public participation session
but standing orders do not allow you to join in the debates.*

AGENDA

1. Welcome and apologies for absence.
2. To receive any declarations of interest.
3. To approve the minutes of the meeting held on 8th November 2022.
4. County & District Councillor Reports.
5. Meeting open for public participation.
6. Planning issues:
 - a) Applications for consideration.
 - Any applications received following the publication of the agenda.
(<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>)
 - b) Decisions to note.
3BT/2022/0007/BT – Land at Sparham Hill, Fakenham Road - prior approval for Proposed 1no. Omni, 1no. GPS Antenna and 1.no 3G Omni Antenna with smart metering equipment enclosure telecoms installation (The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 16, Class A) – PRIOR APPROVAL GIVEN.
7. Highway & Footpath issues.
 - a) To receive an update in respect of the request for a bus stop at Sparham Hill and connecting footpaths.
 - b) To receive an update regarding speeding issues and the need for a reduction in the speed limit.
 - c) To receive an update regarding the Church Lane flooding drainage scheme.
 - d) To receive a report regarding the dog bin at Lyng bridge.
 - e) To receive an update regarding any new highway issues.
8. The Village Green
 - a) To receive an update regarding the wildflower project.
 - b) To receive an update regarding the request to install a memorial bench.
 - c) To receive an update regarding planting a Queen Elizabeth II Memorial Orchard.
 - d) To consider holding a Village Bonfire Party on the Green.
 - e) To consider any new issues relating to the Village Green.

9. To receive an update regarding works to the Sparham Phone Box.
10. To receive an update regarding the village defibrillator.
11. To consider any commemoration/celebration in respect of the May Coronation.
12. To note the meeting dates for 2023:
 - Tuesday 9th May
 - Tuesday 12th September
 - Tuesday 14th November
13. Finance & Governance Matters
 - a) To receive a financial report for the year ending 31st March 2023.
 - b) To consider a charity donation to the Norfolk Citizens Advice, or other charity.
 - c) To review and consider approval of the following policy documents:
 - Standing Orders
 - Financial Regulations
 - Risk Assessment & Management Policy
 - Asset Register
 - Safeguarding Policy
 - d) To authorise financial payments as set out below:

• Clerk (Salary & Allowance) Dec	£ [REDACTED]
• Clerk (Salary & Allowance) Jan	£ [REDACTED]
• HMRC PAYE	£ [REDACTED]
• Clerk (Salary & Allowance) Feb	£ [REDACTED]
• Clerk – HMRC refund	£ [REDACTED]
• Defibrillator	£1,599.00 (paid)
• Electrician to fit Defibrillator	£tbc
• Norfolk Citizens Advice	£100.00
• Website (Refund to Clerk)	£106.06
• Permissive Path	£160.00
• Clerk – Expenses	£5.44
14. Correspondence for circulation
(anything received after the agenda has been published will be circulated at the meeting)
 - Greater Norwich Local Plan Gypsy and Traveller Sites Focused Consultation.
15. To receive any new items for the next agenda.
16. To note the Annual meeting of the Parish Council will be held on Tuesday 9th May, following the Annual Parish Meeting which commences at 7.30pm in the Old School Room.