

SPARHAM PARISH COUNCIL

The next meeting of the Council will be held on Tuesday 1st October 2019, commencing at 7.30pm in the Old School Room.

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 Tuesday 7th May 2019.
4. County & District Councillor Reports.
5. Meeting open for public participation.
6. To discuss planning issues:
 - a) Applications for consideration.
 - Any applications received following the publication of the agenda.
 - b) Decisions to note.
 - 3PL/2019/0016/CU - Change of use of land for domestic leisure purposes for the use of family and friends, land adjacent to Wensum Lodge, Lyng Road, Sparham – APPROVED.
 - 3PL/2019/1057/LU - Material changes to fenestration (Certificate of Lawfulness) - Wensum House Whitwell Road Sparham – for information only.
7. To consider any Highway issues.
8. To receive an update in respect of the Permissive Access Path Agreement.
9. To receive an update in respect of the Village Green.
10. To receive a report regarding bonfires and Sparham residents.
11. To receive an update in respect of the Land Registry application relating to the Village Green.
12. To receive an update in respect of the bus shelter.
13. To consider any works to the Sparham Phone Box (including the installation of a defibrillator).
14. To consider the way forward regarding the transfer of the old highways surveyor's land from Breckland Council to Sparham Parish Council.
15. To consider any future use for Sparham PC laptop.

16. Finance & Governance Matters
- a) To receive a financial report for the year ending 31st March 2020.
 - b) To appoint an internal auditor for the year ending 31st March 2020.
 - c) To consider approval of an Equality Policy document.
 - d) To consider approval of the Clerk's attendance at an autumn essential training seminar (£3.94).
 - e) To note the achievement of CiLCA by the Clerk and to consider an amendment to employment contract.
 - f) To consider adoption of the General Power of Competence.
 - g) To consider any new projects for the year commencing 1st April 2020.
 - h) To note amendment to existing insurance policy re Old School Room upgrades.
 - i) To note an appeal to a HMRC fine regarding filing of reports.
 - j) To consider a donation to the following organisations:
 - Scotty's Little Soldiers
 - Norfolk Age UK
 - k) To authorise financial payments as set out below:

• Clerk (Salary June - Aug/Allowance/CiLCA/Expenses)	£270.09
• Breckland Council (Election Costs)	£75.00
• Bus Shelter Contractor	£4914.00
• Brisley PC (Pro-rata Clerk's Membership of SLCC)	£11.15
• Grass Contractor (Sept)	£70.00
• Landowner (Permissive Path Agreement x 3 years)	£480.00
• Solicitor Fee (Permissive Path Agreement)	£303.00 tbc
• Brisley PC (See item 16d above)	£3.94
 - l) To note the following payments made previously:

• Grass Contractor (April to August)	£70.00 per month
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17. Correspondence for circulation
(anything received after the agenda has been published will be circulated at the meeting)
- Western Link Road Update
 - Police Parish newsletters
 - Breckland Council – new leader
 - Breckland Local Plan consultation
 - Parish Partnerships Scheme – highway improvements
 - Five Year Health Plan – Norfolk and Waveney Care Partnership
 - Vattenfall Newsletter
 - Review of Breckland Polling Districts
 - RAF Benevolent Fund in Norfolk
 - Farming & the Highways
 - Independent Living Skills Programme
 - NALC Initiative – Community, Well-Being, Environment – Town and Parish Councils
 - Disability Network Norfolk
 - Minerals & Waste Local Plan Review Consultation
 - Breckland Update – Brexit Preparations
18. To receive any new items for the next agenda.
19. To note the date of the next meeting which will be held at 7.30pm on Tuesday 28th January 2020 in the Old School Room.