

SPARHAM PARISH COUNCIL

**The next meeting of the Parish Council will be held on
Tuesday 12th September 2023 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 (apologies received from Cllr McConnell).
2. To receive any declarations of interest.
3. To approve the minutes of the meeting held on 9th May 2023.
4. To consider the co-option of a new member to fill the one Council vacancy.
5. County & District Councillor Reports.
6. Meeting open for public participation.
7. Planning issues:
 - a) Applications for consideration.
 - 3PL/2023/0814/HOU – 18 Carrstone Cottage, The Street - demolition of carport and construction of a 2 storey rear extension
 - Any applications received following the publication of the agenda.
(<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>)
 - b) Decisions to note.
 - 3PL/2023/0627/HOU – 7 Sparham Hill - Single Storey Rear Extension & Double Storey Side Extension – APPROVED.
 - c) To consider the Breckland Local Validation Plan consultation.
8. Highway & Footpath issues.
 - a) To consider the update received from C/Cllr Borrett re moving the bus stop at Sparham.
 - b) To receive an update regarding speeding issues on A1067 and consider contacting Norfolk County Council or our MP for further assistance.
 - c) To receive an update regarding the Church Lane flooding drainage scheme.
 - d) To receive an update regarding any issues reported to Highways and to report any new highway issues.
 - Damaged Whitwell Road sign – reported to Breckland.
 - Damaged Reflector Signs on The Street/Whitwell Road – reported to Highways and repaired.
 - e) To consider any action which can be taken to address speeding through the village (Whitwell Road etc).
 - f) To consider any application under the Parish Partnership Scheme.

9. The Village Green
 - a) To receive an update regarding the wildflower project and to consider the installation of two bug hotels.
 - 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 reconsider permitting the private Bonfire Party on the Green.
 - e) To consider a suggestion from a resident to purchase a bench to sit on the Village Green.
 - f) To consider any new issues relating to the Village Green.
10. To receive an update regarding works to the Sparham Phone Box.
11. To receive an update regarding the village defibrillator.
12. Finance & Governance Matters
 - a) To receive a financial report for the year ending 31st March 2024.
 - b) To appoint a third bank signatory.
 - c) To appoint an internal auditor for the year ending 31st March 2024.
 - d) To confirm an amended meeting date, was 13th February 2024, now 30th January 2024.
 - e) To authorise financial payments as set out below and note any receipts.

Ref	Payee	Amount
<u>PAYMENTS</u>		
P14	Clerk (Salary & Allowance) June	tbc (SO)
P14	HMRC PAYE	£tbc*
P15	Clerk (Salary & Allowance) July	£tbc (SO)
P15	HMRC PAYE	£tbc*
P18	Clerk (Salary & Allowance) August	£tbc (SO)
P18	HMRC PAYE	£tbc*
P11	Swift Box Installation (Grant Funded)	£50.00*
P12	Norfolk PTS – Training Course (Cllr Neale)	£44.00*
P	ICO Renewal	£35.00 (DD)
P13	Grass Cutting – May	£85.00*
P16	Grass Cutting – June	£85.00*
P17	Scythe for Wildflower Area (£9.08 Grant Fund/£23.26 Open Spaces)	£32.34*
P19	Grass Cutting – July	£85.00*
P20	Grass Cutting – August	£85.00
P21	Clerk (Salary & Allowance) September	£tbc (SO)
P21	HMRC PAYE	£tbc
P22	Grass Cutting – September	£85.00
P23	SLCC Membership	£16.83

**, (SO), or (DD) indicates payment has been made.*

RECEIPTS

R3	HMRC VAT Return	£309.17
	Bank Interest	£9.53

13. Correspondence for circulation
(anything received after the agenda has been published will be circulated at the meeting)
 14. To receive any new items for the next agenda.
 15. To note the next meeting of the Parish Council will be held at 7.30pm on Tuesday 14th November in the Old School Room.
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Sheryl Irving
Clerk to the Council
sparhamparishcouncil@gmail.com
Wednesday 6th September 2023