

SPARHAM PARISH COUNCIL

The Annual Meeting of the Parish Council will be held on Tuesday 14th May 2024, following the Annual Parish Meeting which commences 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. Election of Chairman and signing of the Declaration of Acceptance of Office.
2. Election of Vice-Chairman and signing of the Declaration of Acceptance of Office.
3. Welcome and apologies for absence.
4. To receive any declarations of interest.
5. To approve the minutes of the meeting held on 30th January 2024.
6. To consider the co-option of a new member to fill the one Council vacancy.
7. County & District Councillor Reports.
8. Meeting open for public participation.
9. Planning issues:
 - a) Applications for consideration.
 - 3PL/2024/0360/HOU – 3 Church Farm Barns, Well Lane - placement of Traditional Shepherd's Hut in Garden to provide occasional additional Sleeping Accommodation (Personal Use)
 - Any applications received following the publication of the agenda. (<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>)
 - b) Decisions to note.
 - 3PL/2023/1225/F - Land adjacent to Bawdeswell Hall, Fakenham Road - installation and operation of a 55.04kW ground-mounted solar array – APPROVED.
 - c) To receive an update re the Breckland Local Plan and consider any action.
10. Highway & Footpath issues.
 - a) To receive an update regarding speeding issues on A1067 and the need for a lower speed limit.
 - b) To receive an update to the request for an additional bus stop at Sparham Hill.

- c) To receive an update re the request for the X29 to pass through the village due to the dangers of using the bus stops on the A1067 and to consider an approach to NCC to enlarge the current stop on the A1067 (westbound).
- d) To receive an update to the request for a 30mph speed limit within the village.
- e) To receive an update regarding any issues reported to Highways and to report any new highway issues.
- Damaged Whitwell Road sign – reported to Breckland.
 - Potholes on Church Lane – reported to Highways and programmed for repair.
 - Fly-tipping on Church Lane – reported to Breckland.
11. The Village Green
- a) To receive an update regarding the wildflower project.
- b) To receive an update regarding planting a Queen Elizabeth II Memorial Orchard.
- c) To receive an update regarding repairs to a section of the wall.
- d) To consider approval of a request from a resident to use the Green for parking on the 25th May 2024 for a private function.
- e) To receive an update regarding grass cutting.
- f) To consider any new issues relating to the Village Green.
12. To consider if an alternative use for the Phone Box would be preferable and to receive a maintenance report.
13. To receive an update regarding the Permissive Pathway agreement.
14. Finance & Governance Matters
- a) To receive a financial report for the year ending 31st March 2025.
- b) To receive an update regarding the parish council insurance renewal, consider the adequacy of the public liability insurance, and approve appropriate signage for the Old School Room and Church re parking on the Green.
- c) To receive the internal auditors report and consider any recommendations.
- d) To approve the annual governance statement in the 2023-24 Annual Return.
- e) To approve the Statement of Accounts in the 2023-24 Annual Return.
- f) To approve the certification of exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.
- g) To authorise financial payments as set out below and note any receipts.

Ref	Payee	Amount
<u>PAYMENTS</u>		
P36	Clerk (Salary & Allowance) March	£tbc (SO)
P36	HMRC PAYE	£tbc
P2	Clerk (Salary & Allowance) April (includes annual incremental salary increase)	£tbc (SO)
P2	HMRC PAYE	£tbc
P6	Clerk (Salary & Allowance) May	£tbc (SO)
P6	HMRC PAYE	£tbc
P4	Bus Shelter Clean (quarterly)	£30.00
P3	Grass Contractor (March)	£90.00
P7	Internal Auditor	£35.00
P5	Zurich Council Insurance (Year 3 of 3)	£641.97*

P8 Grass Cutting – Village Green (April) £90.00
**, (SO), or (DD) indicates payment has been made.*

RECEIPTS

R1 Precept 2024/25 (1 of 2) £3,500.00
Old School Room – Insurance Donation (2023/24) £150.00

15. Correspondence for circulation
(anything received after the agenda has been published will be circulated at the meeting)
- City Fibre – works in village.
16. To receive any new items for the next agenda.
17. To note the next meeting of the Parish Council will be held on Tuesday 10th September 2024, at 7.30pm in the Old School Room.
-

Sheryl Irving
Clerk to the Council
sparhamparishcouncil@gmail.com
Tuesday 7th May 2024