

# SPARHAM PARISH COUNCIL

Minutes of a meeting of Sparham Parish Council held at 7.30pm on Tuesday 14<sup>th</sup> September 2021 in Sparham Church.

**Present:** Cllr Adam Pryke (Chair)  
Cllr Leona McConnell (Vice Chair)  
Cllr David Sayer  
Cllr Charles Sayer  
Cllr David Chapman

Five members of the public  
Sheryl Irving (Clerk)

## **1. Welcome and apologies for absence.**

The Chairman welcomed everyone to the meeting, there were no apologies received.

## **2. To receive any declarations of interest.**

There were none received.

## **3. To approve the minutes of the meeting held on 25<sup>th</sup> May 2021.**

Cllr Pryke proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr McConnell and agreed by Council. The Chairman duly signed the minutes.

## **4. County & District Councillor Reports.**

In the absence of the County and District Councillors, there was no report.

## **5. Meeting open for public participation.**

The five members of public in attendance all raised the same issues, as follows:

- The need for a bus stop at Sparham Hill as the A1067 was far too dangerous to walk along as there was no footpath.
- The need for a footpath on the A1067 to connect the Sparham communities safely.
- To reduce the current 50mph speed limit to a 40mph and continue it on to Lenwade.

The main reasonings behind the requests were:

- A changing demographic, there were now far more young children and elderly people.
- The need of residents to use public transport which would also have the advantage of taking some cars off the road and thereby reducing emissions.
- Road safety, there was poor visibility at many of the junctions and many near-misses.

Council were fully supportive of the requests although the Chairman said this had been looked at previously and it was difficult to achieve a resolution. However, site meetings with Highways, District and County Councillors and other options would be explored.

The Chairman thanked the members of the public for raising these important issues.

## 6. Planning issues.

### a) Applications for consideration.

There were no applications to consider.

### b) Decisions to note.

There were no decisions to note.

## 7. Highway & Footpath issues.

### a) To receive an update on blocked drain on corner near bus shelter (dredging of pond and request for permanent ditch).

Council agreed to request an update from Highways on the works as it was now getting late in the year and no works had commenced.

### b) To receive an update re the broken Sparham sign on the westbound A1067.

Council agreed to remove this item from the agenda as the sign had been removed and was unlikely to be replaced.

### c) To receive an update regarding traffic issues in The Street.

Council noted that a response had been received from Highways regarding the request for double yellow lines and this would not be supported. Traffic issues continued and the Chairman will speak to a local resident regarding additional parking spaces which would alleviate some of the problems near to the top of The Street.

### d) To receive an update in respect of the Permissive Path Agreement.

Council noted the document had been signed by all three parties and would now continue until any party wished to cancel. The Chairman thanked Cllr Sayer for agreeing to these footpaths on his land.

### e) To receive an update in respect of a request for a dog bin on the Permissive Path route.

Council noted that there was no suitable Breckland land where a bin could be situated. Cllr Sayer agreed to a bin being placed on his land and Breckland would consider approval which, if granted, would allow Breckland to empty the bin regularly.

At an approx. cost of £100 for a bin, Council agreed to submit a request to Breckland to place a bin on Well Lane near to the entrance to the footpaths.

### f) To consider any applications under the NCC Parish Partnership Scheme.

Council noted that this scheme could be an option for match funding for a footpath on the A1067 (see item 5 above), perhaps in conjunction with a donation from the County Councillor from his annual fund for such projects.

### g) To notify any new highway issues.

There were no new highway issues raised.

## 8. The Village Green

### a) To receive an update regarding the Land Registry application.

The Chairman reported there was no update and he will chase this up.

### b) To receive a report regarding the wildflower project and application for grant funding.

Cllr McConnell reported that the initial application for Lottery Funding had failed, mostly due to the lack of community support and she was taking measures to address this via a stall at the recent village fete and an online survey which she urged everyone to complete.

An application to Breckland for a green grant of £500 had been submitted and, if approved, would allow the project to commence.

**c) To receive a report re the grass cutting contract for 2021.**

Council were pleased with the cutting regime this year, particularly in respect of the wildflower areas at the Church which had been a challenge to resolve.

**d) To consider any new issues relating to the Village Green.**

There were no new issues raised.

**9. To receive an update regarding the works to the Sparham Phone Box.**

The Chairman reported that the outside of the Box had been renovated and he requested support to obtain quotes for tidying up the inside of the Box, which Council approved.

**10. To receive an update regarding the grant application for a village defibrillator.**

Cllr McConnell had contacted two charities who were currently awarding grants to assist with the installation of defibrillators and they would sponsor between £400 and £600. To supply the unit, the cabinet, installation, training etc would cost approx. £2,000. Council has a £1,000 reserve for the project and it was agreed to try and raise the remaining £500 by fund-raising, with a fund-raising page advertised in the Hill and Vale and on social media.

Council agreed the unit should be located at the Old School Room.

**11. To consider any parish council commemoration to mark the Queens Platinum Jubilee in 2022.**

Council agreed to liaise with the Old School Room Committee and the PCC and report back to the next meeting.

**12. To consider any action in respect of the Climate Change Emergency.**

Council agreed that it was challenging for a parish council to contribute in any useful way but if a bus stop could be installed at Sparham Hill (see item 5), this would reduce emissions by taking cars off the road.

**13. Finance & Governance Matters**

**a) To receive a financial report for the year ending 31<sup>st</sup> March 2022.**

The financial report (attached) was noted.

**b) To consider the 2020/21 donation of £525 to the PCC, following the meeting regarding the wildflower area in the churchyard.**

Cllr Pryke proposed that Council now approve the payment of £525 to the PCC in respect of grass cutting, this was seconded by Cllr McConnell and agreed by Council.

**c) To consider subscribing to Norfolk Parish Training & Support and any further training requirements.**

Cllr Pryke proposed joining the above group at a cost of £45 for the current year, this was seconded by Cllr McConnell and agreed by Council.

Cllr Chapman requested an induction training course for new councillors and this was approved.

**d) To authorise financial payments as set out below.**

Cllr Pryke proposed approval of the following payments, this was seconded by Cllr Charles Sayer and agreed by Council.

• Clerk (Salary & Allowance: July - Sept)	£260.28
• HMRC	£2.60
• Grass Contractor (May)	£75.00
• Grass Contractor (June)	£75.00
• Grass Contractor (July)	£75.00
• Grass Contractor (August)	£75.00
• Phone Box – Exterior Paintwork etc	£231.26 (paid 9.8.2021)
• Norfolk PTS (Training – Cllr McConnell - Induction)	£50.00
• Norfolk PTS (Training – Cllr McConnell – Planning)	£55.00
• Norfolk PTS Subscription	£45.00
• PCC – Grass Cutting Donation	£525.00

**14. Correspondence for circulation**

Council noted the following correspondence had been dealt with at item 5.

- A letter requesting safe access to a bus stop for residents at Sparham Hill.

Council noted the following correspondence but no action was required.

- Notification of Greater Norwich Local Plan Submission.
- Draft Dereham Town Delivery Plan.

**15. To receive any new items for the next agenda.**

There were no new items for the next agenda.

**16. To note the next meeting of the Parish Council will be held on Tuesday 11<sup>th</sup> January 2022, at 7.30pm in the Old School Room.**

Council noted the date of the next meeting and the meeting closed at 8.56pm.

Signed:

Date:

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**SPARHAM PARISH COUNCIL - YEAR ENDING 31ST MARCH 2022**

**FINANCIAL REPORT - SEPTEMBER 2021**

*\*\*includes payments awaiting authorisation at this meeting*

<b>BUDGET UPDATE</b>	<b>Budget</b>	<b>To date</b>	<b>%</b>
	<b>2021/22</b>		
<b>PAYMENTS**</b>			
			<b>Paid</b>
Admin	1190.00	922.42	78%
Salary	960.00	465.76	49%
Open Spaces*	525.00	450.00	86%
Permissive Pathway	160.00	0.00	0%
Bus Shelter	50.00	0.00	0%
Phone Box	0.00	231.26	
Donations	625.00	0.00	0%
<b>TOTAL</b>	<b>3510.00</b>	<b>2069.44</b>	<b>59%</b>
<b>RECEIPTS</b>			
			<b>Received</b>
Precept	5000.00	2750.00	55%
Admin	150.00	0.00	0%
Bank Interest	0.00	0.19	
Grants	0.00	0.00	
<b>TOTAL</b>	<b>5150.00</b>	<b>2750.19</b>	<b>53%</b>
<b>SURPLUS/DEFICIT</b>	<b>1640.00</b>	<b>680.75</b>	

*\*Amended to reflect updated 2021 costs which were not available when budget was set*

<b>Admin Budget 2021/22</b>	<b>Budget</b>	<b>Paid to date</b>	<b>Receipts</b>	<b>Budget</b>	<b>R'cvd to date</b>
<b>Payments</b>				150	0
Insurance	625	613	OSR		
Website	110	90			
ICO	35	35			
Office Allowance	120	60			
Audit	225	13			
Training	50	113			
SLCC Membership	15				
Expenses inc Zoom	0				
Elections/Legal	0				
Postage	10				
<b>TOTAL</b>	<b>1190</b>	<b>924</b>	<b>TOTAL</b>	<b>150</b>	<b>0</b>

<b>Balance as at 01.04.2021</b>	6859.98
Less Payments	1,676.56
Plus Receipts	2,828.17
<b>TOTAL</b>	<b>8,011.59</b>
<b>Balance as at 27.08.2021</b>	
Current Account	446.69
Business Account	7,564.90
<b>TOTAL</b>	<b>8,011.59</b>
Including:	
Donation to PCC (2020/21)	525.00
Wall Repairs Reserve	1,491.00
Defibrillator Reserve	1,000.00
Milestone Reserve	60.00
<b>GENERAL RESERVE</b>	<b>4,935.59</b>