

SPARHAM PARISH COUNCIL

**The next meeting of the Parish Council will be held on
Tuesday 9th September 2025 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 13th May 2025.
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.
 - PL/2025/0504/HOU – Hillcrest, Church Lane - Replacement and Installation of Air Water Pump to the rear of the property – APPROVED.
 - PL/2025/0476/FMIN – Field Barn Farm, Lime Kiln Road - Proposed Change of use of part of horse livery stables to kennels and exercise area for keeping of up to 30 No working dogs – APPROVED.
 - PL/2025/0943/FMIN – 9 Church Farm Lane - erection of wooden stable block consisting of three stables, a tack room and open hay store on a concrete pad for housing our own horses.
 - PL/2025/1078/LB 1 Church Farm Barns, Well Lane – to replace all the windows (EXCEPT the Velux windows set into the roof) with new windows.
 - c) To receive an update regarding the Local Plan.
7. Highway & Footpath issues.
 - a) To receive an update speeding issues on A1067 and the need for a lower speed limit, including the request to extend the current 50mph to Bawdeswell.
 - b) To receive an update to the request for an additional bus stop at Sparham Hill.
 - c) To receive an update re programmed works 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 and/or additional signage.
 - e) To receive an update regarding parking issues on The Street.
 - f) To receive an update regarding the flooding issues arising from water draining onto the highway from the field adjacent to the bus shelter.
 - g) To receive an update regarding any issues reported to Highways and to report any new highway issues.
 - h) To consider any projects for funding under the Parish Partnership Scheme.
8. The Village Green
- a) To receive a report regarding land registration of the Village Green – NO UPDATE.
 - b) To consider an application for free orchard trees to plant on the area of uneven, wet ground.
 - c) To receive an update on restoration works to the wall.
 - d) To consider appointing an officer to deal with parking request risk assessments.
9. To receive a maintenance report and an update regarding alternative uses for the Phone.
10. To receive an update regarding the Permissive Pathway agreement.
11. To receive an update regarding any action in respect of the general appearance of the Village.
12. To receive a report re the annual asset inspection and consider any recommendations.
13. Finance & Governance Matters
- a) To receive a financial report for the year ending 31st March 2026.
 - b) To consider the appointment of an Internal Auditor for the year ending 31st March 2026.
 - c) To consider approval of the following policy documents:
 - Asset Register
 - Financial Regulations
 - Standing Orders
 - Safeguarding Policy
 - Risk Assessment and Management Policy
 - Equality Policy
 - Co-option Policy
 - IT Policy (new)

d) To authorise financial payments as set out below and note any receipts.

Ref	Payee	Amount
<u>PAYMENTS</u>		
P3A	ICO – Data Protection	£47.00 (DD)
P7	Wall Repairs – Materials	£500.00*
P8	Wall Repairs – Week 1	£1,000.00*
P10	Wall Repairs – Week 2	£875.00*
P11	Strimming – Wall/ Bus Shelter	£120.00*
P12	Wall Repairs – Week 3	£800.00*
P13	Bus Shelter Clean	£18.00*
P14	Wall Repairs – Week 4	£325.00*
P16	Grass Contractor – May	£95.00*
P17	Grass Contractor – June	£95.00*
P18	Parking Signage – Village Green	£35.96*
P20	Grass Contractor (July)	£95.00*
P22	Grass Contractor (August)	£95.00

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

RECEIPTS

	Bank Interest (May)	£28.97
R2	HMRC VAT refund 2024/25	£17.00

14. Correspondence for circulation

(anything received after the agenda has been published will be circulated at the meeting)

- CPRE Norfolk Anti Mega Solar Alliance.
- Local Government Reorganisation.

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

16. To note the next meeting of the Parish Council will be held on Tuesday 11th November 2025, at 7.30pm in the Old School Room.

Sheryl Irving
Clerk to the Council
clerk@sparhamparishcouncil.gov.uk
Tuesday 2nd September 2025