

SPARHAM PARISH COUNCIL

Minutes of a meeting of Sparham Parish Council held on Tuesday 11th November 2025 at 7.30pm in the Old School Room, Sparham.

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

Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllr Gerrie were approved and Cllr Mc Connell will arrive in shortly.

2. To receive any declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on 9th September 2025.

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

4. County & District Councillor Reports.

A written report had been received from C/Cllr Borrett: no matters were highlighted by members.

5. Meeting open for public participation.

There were no members of the public present.

6. Planning issues.

a) Applications for consideration.

- PL/2025/1515/FMIN – Access Point off Lime Kiln Road - proposal: Permanent retention of an access to an agricultural field constructed as part of the Vattenfall/RWE windfarm scheme – no objections were raised and a ‘no comment’ response will be submitted.

b) Decisions to note.

Council noted the following two applications have been 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 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 enforcement matters.

There was no update in respect of this matter.

d) To consider a response to the current consultation regarding the Breckland Local Plan.

Council noted that Sparham has been designated growth of seven dwellings in the period 2024 to 2042. Lack of infrastructure, particularly in regard to highways was highlighted by Council, as well as a need for a mix of housing.

7. Highway & Footpath issues.

a) To receive an update speeding issues on A1067 and the need for a lower speed limit.

Council agreed that they had exhausted all options in their attempts to obtain a lower speed limit and, until such time as any further action becomes possible, agreed to remove this item from the agenda. The issue will continue to be monitored.

b) To receive an update to the request for an additional bus stop at Sparham Hill.

There was no update in respect of this matter.

c) To receive an update to the application to the Parish Partnership scheme for 'Please drive carefully' signage.

Council noted that the application has been submitted and a decision will be made in March. However, the Parish Council will need to fund 50% of the cost, amounting to approx. £2,500; the C/Clr has said he will donate £500 of that from his Member's Fund.

d) To receive an update regarding the flooding issues arising from water draining onto the highway from the field adjacent to the bus shelter.

Clr David Sayer will arrange a meeting with County Clr Borrett to resolve this problem.

e) To receive an update regarding any issues reported to Highways and to report any new highway issues.

There were no new matters to report.

At this point in the meeting Clr McConnell arrived.

8. The Village Green

a) To receive a report regarding land registration of the Village Green.

There was no update in respect of this matter.

b) To consider an application for free orchard trees to plant on the area of uneven, wet ground.

Council had previously agreed to consider this matter when any grants became available; there are none at present.

c) To receive an update on restoration to the wall and other maintenance works.

Council agreed that funding for the restoration must continue until such time as the wall is fully restored.

9. To receive a maintenance report and an update regarding alternative uses for the Phone Box.

In respect of usage of the box and in the absence of Cllr Gerrie, it was agreed to defer this to the next meeting.

Council considered a quote to repaint both the phone box and notice board at a cost of £546. Cllr Chapman proposed approval, this was seconded by Cllr Fielding and unanimously agreed by Council.

10. To receive a report regarding the Permissive Pathway agreement.

Cllr Charles Sayer reported that all is in order.

11. To receive an update regarding any action in respect of the general appearance of the Village.

It was agreed that Council had addressed all matters in their remit and there was no further action that could be taken, this item will be removed from the agenda.

12. To consider a request for a dog bin on Whitwell Road.

Council members had monitored the area where a problem had been identified and it was agreed that it may have been a one-off incident. However, there is no public land to site a new dog bin and where the van to empty the bin can pull in safely so it will not be possible to install a bin in that location. The issue will be monitored going forward.

13. To note the meeting dates for 2026.

The meeting dates for 2026 were noted.

- Tuesday 10th March
- Tuesday 12th May
- Tuesday 8th September
- Tuesday 10th November

14. Finance & Governance Matters

a) To receive a financial report for the year ending 31st March 2026.

The financial report (attached) was noted, with the Open Spaces budget going over due to two weed sprays along the Village Wall and an increase in the grass cutting cost due to additional works.

b) To consider the budget and set the precept for the year ending 31st March 2027.

Council considered the draft budget and, with costs increasing, Cllr Pryke proposed that the budget be approved and the precept set at £7,500 for the year ending 31st March 2027, this was seconded by Cllr Chapman and unanimously agreed by Council. This precept will result in an annual increase of £3.10 for a Band D property.

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

Cllr Fielding proposed approval of the following payments, this was seconded by Cllr McConnell and unanimously agreed by Council. The receipts were noted.

PAYMENTS

P23	Clerk Salary & Allowance – October	£140.35 (SO)
P23	HMRC PAYE	£32.60
P24	Grass Cutting – September	£95.00
P25	Clerk Salary & Allowance – November	£140.35 (SO)
P25	HMRC PAYE	£32.60
P26	SLCC Membership (Clerk)	£19.00
P27	Grass Cutting – October	£95.00
P28	Permissive Path Annual Payment	£160.00

RECEIPTS

R3	Breckland Precept (2 of 2)	£3,500.00
	Bank Interest	£15.42

15. Correspondence for circulation.

There was no correspondence for consideration.

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

There were no new items for the next agenda.

17. To note the next meeting of the Parish Council will be held on Tuesday 10th March 2026, at 7.30pm in the Old School Room.

The date of the next meeting was noted and the Chairman then closed the meeting at 8.03pm.

Signed:

Date:

**SPARHAM PARISH COUNCIL - YEAR ENDING 31ST MARCH 2026
FINANCIAL REPORT - NOVEMBER 2025**

BUDGET UPDATE	Actual	Budget	To date	%
	2024/25	2025/26		
PAYMENTS*				Paid
Admin	1,080	1,343	929	69%
Salary	1,864	1,877	1,304	69%
Open Spaces	750	630	820	130%
Permissive Pathway	160	160	-	0%
Bus Shelter/BT Box	85	200	18	9%
Donations	781	781	-	0%
Wall Repairs	1,770	1,770	3,500	198%
Defibrillator	-	50	-	0%
TOTAL	6,490	6,811	6,571	96%
RECEIPTS				Received
Precept	7,000	7,000	7,000	100%
Bank Interest	158	-	44	
TOTAL	7,158	7,000	7,044	101%
SURPLUS/DEFICIT	668	189	474	

Balance as at 01.04.2025	8445.61
Less Payments @ 29.09.2025	6114.81
Plus Receipts @ 29.09.2025	7061.39
TOTAL	9,392.19
Balance as at 29.09.2025	
Current Account	1,334.94
Business Account	8,057.25
TOTAL	9,392.19
less outstanding payments	0.00
	9,392.19
Defibrillator	50.00
Wall Repairs*	-
GENERAL RESERVE	9,342.19

*included 2025/26 budget (£1,770) & additional £1,000.
Current year repairs over budget by £30.20.