

SPARHAM PARISH COUNCIL

THE NEXT MEETING OF SPARHAM PARISH COUNCIL WILL BE HELD ON TUESDAY 9TH MARCH 2021 AT 7.30 P.M.

Under the Coronavirus Act, the Secretary of State has published meeting regulations which remove the requirement to hold annual meetings and allow virtual meetings up to 7 May 2021. These are contained in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Join Zoom Meeting:

<https://us02web.zoom.us/j/84932103392?pwd=eEZRUk81bVd2WXJ4UVpJcFl4azhxdz09>

Meeting ID: 849 3210 3392 - Passcode: 170664

The public and press will be able to address the Council during the Public Participation session. Our Standing Orders do not permit members of the public and press to take part in the debates.

AGENDA

1. Welcome and apologies for absence (apologies received from Cllr David Sayer).
2. To receive any declarations of interest.
3. To approve the minutes of the meeting held on 12th January 2021.
4. County & District Councillor Reports.
5. Meeting open for public participation.
6. To receive an update regarding the vacancy for a parish councillor.
7. 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.
8. Highway issues.
 - a) To receive an update on blocked drain on corner near bus shelter (dredging of pond and request for permanent ditch)
 - b) To receive an update re the broken Sparham sign on the westbound A1067.
 - c) To receive an update on the suggestion to close Grove Lane, making a quiet lane.
 - d) To notify any new highway issues.
9. To receive an update in respect of the Permissive Access Path Agreement.

10. The Village Green
- a) To receive an update regarding the Land Registry application.
 - b) To receive a report regarding the wildflower project.
 - c) To receive a report re the grass cutting contract for 2021.
 - d) To consider any new issues relating to the Village Green.
11. To consider any works to the Sparham Phone Box, including the installation of a defibrillator.
12. Finance & Governance Matters
- a) To receive a financial report for the year 31st March 2021.
 - b) To consider any charitable donations.
 - c) To receive an update re the new Sparham Website.
 - d) To review and consider approval of the following policy documents:
 - Financial Regulations
 - Asset Register
 - Risk Assessment & Management Policy
 - Code of Conduct
 - Information & Data Protection Policy
 - Publication Scheme
 - Retention and Disposal Policy
 - e) To authorise financial payments as set out below:

• Clerk (Salary & Allowance: Jan - March/Expenses)	£TBC
• HMRC	£TBC
• Donation to PCC (Grass Cutting)	£525.00
• New Website – Wix Plan Fees (refund to Clerk)	£86.40
• New Website – Clerk (Additional Hours)	£112.70

Advice only:

 - *New Website – Professional Fees* *£90.00*
13. Correspondence for circulation
(*anything received after the agenda has been published will be circulated at the meeting*)
- Greater Norwich Local Plan Regulation 19 Publication
 - Email from NALC re Extension of Regulations to hold Virtual Meetings & Date of 2021 Annual Meetings.
14. To receive any new items for the next agenda.
15. To note the Annual meeting of the Parish Council will be held on Tuesday 11th May 2021, following the Annual Parish Meeting, commencing at 7.30pm at the Old School Room, subject to any Covid restrictions.

Sheryl Irving
Clerk to the Council
sparhamparishcouncil@gmail.com
Wednesday 3rd March 2021