

# SPARHAM PARISH COUNCIL

**The Annual Meeting of the Parish Council will be held on Tuesday 10<sup>th</sup> May 2022, 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.*

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## 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 8th March 2022.
6. County & District Councillor Reports.
7. Meeting open for public participation.
8. 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.
  - c) To consider the Breckland call for Development sites and Local Green spaces.
9. Highway & Footpath issues.
  - a) To receive an update in respect of the request for a bus stop at Sparham Hill, connecting footpaths, and a reduction in the speed limit.
  - b) To notify any new highway issues.
10. The Village Green
  - a) To receive an update regarding the Land Registry application.
  - b) To receive an update regarding the wildflower project and applications for grant funding.
  - c) To receive a report re the grass cutting contract for 2022.
  - d) To consider any new issues relating to the Village Green.
11. To receive an update regarding the works to the Sparham Phone Box.
12. To receive an update regarding the grant application for a village defibrillator.

13. To receive an update regarding a parish council commemoration to mark the Queens Platinum Jubilee in 2022.
14. To receive a report regarding land at Sparham Pools.
15. Finance & Governance Matters
- a) To receive a financial report for the years ending 31<sup>st</sup> March 2022 and 31<sup>st</sup> March 2023.
  - b) To receive the internal auditors report and consider any recommendations.
  - c) To approve the annual governance statement in the 2021-22 Annual Return.
  - d) To approve the accounting statements in the 2021-22 Annual Return.
  - e) To approve the certificate of exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.
  - f) To receive a report regarding the Council Insurance renewal due on 1<sup>st</sup> May 2022 and consider a professional valuation of the Old School Room.
  - g) To consider approval of a Safeguarding Policy.
  - h) To consider a request from the Hill & Vale magazine for funding.
  - i) To authorise financial payments as set out below:
 

• Clerk (Salary & Allowance: Apr - June (including incremental salary increase)	£TBC
• HMRC – PAYE	£TBC
• ICO (Data Protection Registration)	£35.00
• Wildflower Project Seeds	£338.00 (paid 5.4.22)
• Insurance Renewal	£520.81
16. Correspondence for circulation  
*(anything received after the agenda has been published will be circulated at the meeting)*
- Vattenfall project and team updates
17. To note the amended meeting dates for 2022/23.
- 10<sup>th</sup> May 2022 (no change)
  - 13<sup>th</sup> September 2022 (no change)
  - 8<sup>th</sup> November 2022 (new date)
  - 14<sup>th</sup> February 2023 (new date)
- (January and March meeting dates deleted)
18. To receive any new items for the next agenda.
19. To note the next meeting of the Parish Council will be held on Tuesday 13th September 2022, at 7.30pm in the Old School Room.

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Tuesday 3rd May 2022