

SPARHAM PARISH COUNCIL

The Annual Meeting of the Parish Council will be held on Tuesday 13th May 2025, 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.*

AGENDA

1. Election of Chairman and signing of the Declaration of Acceptance of Office form.
2. Election of Vice Chairman and signing of the Declaration of Acceptance of Office form.
3. Welcome and apologies for absence (apologies received from Cllr Chapman).
4. To receive any declarations of interest.
5. To approve the minutes of the meeting held on 11th March 2025.
6. To consider the co-option of a new member to fill the one Council vacancy.
7. County & District Councillor Reports.
8. Meeting open for public participation.
9. Planning issues:
 - a) Applications for consideration.
 - PL/2025/0504/HOU – Hillcrest, Church Lane - Replacement and Installation of Air Water Pump to the rear of the property
 - 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.
 - Any applications received following the publication of the agenda.
(<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>)
 - b) Decisions to note.
10. Highway & Footpath issues.
 - a) To receive an update speeding issues on A1067 and the need for a lower speed limit.
 - 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.
 - 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.
11. The Village Green
- a) To receive a report regarding land registration of the Village Green – NO UPDATE.
 - b) To receive an update regarding orchard trees to plant on the area of uneven, wet ground.
 - c) To consider a request to use the Green for wedding parking on the 7th June 2025 and to agree a process for future requests.
12. To receive a maintenance report and an update regarding alternative uses for the Phone.
13. To receive an update regarding the Permissive Pathway agreement.
14. To receive an update regarding any action in respect of the general appearance of the Village.
15. To consider approval of further works to the Village Green Wall.
16. Finance & Governance Matters
- a) To receive a financial report for the years ending 31st March 2025 and 2026.
 - b) To consider approval of a Health & Safety Policy.
 - c) To receive an update regarding the Council insurance renewal.
 - d) To receive the internal auditors report and consider any recommendations.
 - e) To approve the annual governance statement in the 2024-25 Annual Return.
 - f) To approve the Statement of Accounts in the 2024-25 Annual Return.
 - g) To approve an intermediate review or the certification of exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

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

Ref	Payee	Amount
<u>PAYMENTS</u>		
P39	Bus Shelter Quarterly Clean	£18.00
P2	Clerk (Salary & Allowance) April (including incremental salary increase)	£tbc (SO)
P2	HMRC PAYE	£tbc
P3	Clerk (Salary & Allowance) May	£tbc (SO)
P3	HMRC PAYE	£tbc
P4	Internal Auditor	£40.00
P5	Parish Council Insurance – Zurich	£641.17*

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

RECEIPTS

Bank Interest	£31.71
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17. Correspondence for circulation
(anything received after the agenda has been published will be circulated at the meeting)
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 9th September 2025, at 7.30pm in the Old School Room.

Sheryl Irving
Clerk to the Council
sparhamparishcouncil@gmail.com
Friday 2nd May 2025