

SPARHAM PARISH COUNCIL

Minutes of a meeting of Sparham Parish Council held at 7.30pm on Tuesday 8th March 2022 in the Old School Room.

Present: Cllr Adam Pryke (Chair)
Cllr Charles Sayer
Cllr David Chapman

District Cllr Gordon Bambridge
District & County Cllr Bill Borrett
Two members of the public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllrs' David Sayer and Leona McConnell were approved.

2. To receive any declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on 11th January 2022.

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

4. County & District Councillor Reports.

D/Cllr Bambridge reported the following District issues:

The bin day and time is to be moved, households will be notified of all changes.

The council tax has been set for Breckland in respect of 2022/23, with an increase of £4.95 per year for a Band D property.

A Food Bus will be visiting Bawdeswell, commencing in April, access is available to anyone in hardship with a £3 membership fee.

Breckland has set an aim for net zero by 2035, with none being achieved by carbon offsetting.

The Local Plan is being considered once again and Breckland will be calling for possible sites in the near future. It is likely to take up to five years for the plan to be completed.

C/Cllr Borrett reported the following County issues:

Council has set a 2.9% increase in council tax, 1.9% general and 1% for social care.

In respect of the situation in Ukraine, there is no community tension expected as low numbers of both Ukraine and Russians are resident in Norfolk. Contingency plans are being made for accommodation with high numbers of women and children expected: Council awaits government quotes. The County Council is supporting the DEC Ukrainian Appeal, money is the preferred donation rather than food, clothing etc. The Norfolk Community Foundation is setting up an open network of community supermarkets to support refugees. Norfolk County Council has no direct links with Russian money but the war is likely to have an effect on supply chains and high inflation is anticipated.

The Covid Hardship Fund will cease as from March 2022.

5. Meeting open for public participation.

A member of the public raised the issue of speeding vehicles on the A1067 going through Sparham with his windows being broken/chipped by stones which were being washed off the fields and then being thrown up by speeding vehicles. They feared for the safety of both children and wildlife and said it was dangerous to pull out onto the road and had been advised by the Police not to pull out in the direction of oncoming traffic. There had been two serious accidents recently and more were likely, although many incidents were not reported as they were single-vehicle accidents and near-misses. The speed limit needs to be reduced to 30mph.

C/Cllr Borrett advised that it was a challenge to get limits reduced unless there was a high accident rate and he advised that Council write to the Police and Crime Commissioner regarding the lack of enforcement and requesting speed checks etc. Traffic calming measures and flashing speed signs are other options. The C/Cllr assured Council of his support and assistance in taking this matter forward. He also noted that the speed limit was reduced to 50mph some years ago, one of the reasons for this reduction was to enable buses to stop safely.

The member of the public said that if the limit was dropped, volunteers would be able to enforce limits themselves with a Speedwatch Team.

D/Cllr Bambridge advised Council members and members of the public to attend the next SNAP meeting at Dereham where police priorities were set. The more people present on one issue, the more likely it was to be targeted by the police. The D/Cllr sits on the Norfolk Police and Crime Panel and will also look at it from that angle.

The Chairman thanked members of the public and the two councillors for their assistance and Council agreed the way forward was to write to the PCC, initially asking for enforcement, attend the SNAP meeting and record all accidents and near-misses, if possible.

6. Planning issues.

a) Applications for consideration.

There were no applications to consider.

b) Decisions to note.

There were no decisions to note.

7. Highway & Footpath issues.

a) To receive an update regarding traffic issues in The Street.

Council agreed to continue to monitor this issue but remove it from the agenda.

b) To consider the approval of the purchase of a dog waste bin to sit opposite Old School Room.

Cllr Pryke proposed approval of the purchase of a bin, post and bracket at a cost of £189, this was seconded by Cllr Chapman and unanimously agreed. Cllrs Pryke and Chapman volunteered to install the bin.

c) 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 and to consider a letter to the Highways Future Planning and Infrastructure Committee at Norfolk County Council.

This item had been dealt with at item 5.

d) To notify any new highway issues.

There were no new highway issues raised.

8. The Village Green

a) To receive an update regarding the Land Registry application.

There was no update available.

b) To receive an update regarding the wildflower project and applications for grant funding.

The Chairman reported that the grass on the planting area will be killed off in April, the area rotovated and seeds spread.

c) To receive a report re the grass cutting contract for 2022.

There was no update available.

d) To consider any new issues relating to the Village Green.

There were no new issues raised.

9. To receive an update regarding the works to the Sparham Phone Box.

There was no update available.

10. To receive an update regarding the grant application for a village defibrillator.

Cllr McConnell is taking this forward and will report progress at the next meeting.

11. To receive an update regarding a parish council commemoration to mark the Queens Platinum Jubilee in 2022.

A BBQ/Picnic on the 5th June is planned, arranged by the Old School Room, the PCC and the Parish Council.

The Fete has been moved to the 9th July.

12. To receive a report regarding land at Sparham Pools.

D/Cllr Bambridge will speak to the relevant Department Head at Breckland to ascertain the current and future position regarding the site.

13. Finance & Governance Matters

a) To receive a financial report for the year ending 31st March 2022.

The financial report (attached) was noted.

b) To consider moving the January meeting to November each year – commencing 8th November 2022.

Council agreed to move meetings to the second Tuesday in February, May, September and November.

c) To consider charitable requests from the Priscilla Bacon Hospice Appeal and ‘Fresh Start, New Beginnings’, a local Children’s Charity.

Council agreed that a decision regarding donations should be made at the February meeting each year, rather than with the one charity being supported, as at present, commencing in 2023. A £100 donation is being made to Citizens Advice in the current year.

d) To consider approval of the following Council policy documents:

Cllr Pryke proposed that the following policies be approved, this was seconded by Cllr Chapman and unanimously agreed.

- Financial Regulations
- Risk Assessment & Management Policy
- Asset Register
- Equality & Diversity Policy
- Co-option Policy

e) To authorise financial payments as set out below:

Cllr Pryke proposed approval of the following payments, this was seconded by Cllr Chapman and unanimously agreed.

• Clerk (Salary & Allowance: Jan – Mar)	£260.28
• HMRC – PAYE	£6.40
• Clerk (Pay Award Arrears)	£14.83
• Donation to PCC	£525.00
• Donation to Citizens Advice Bureau	£100.00
• Permissive Path	£160.00 (paid 13.01.22)
• Dog Bin	£189.00
2022/23 Financial Year	
• Norfolk PTS Subscription	£60.00

14. Correspondence for circulation

Council noted the following correspondence and no action was required.

- Great British Spring Clean 2022
- NRF Support to Community Resilience

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

There were no new items received for the next agenda.

16. To note the Annual meeting of the Parish Council will be held on Tuesday 10th May 2022, following the Annual Parish Meeting which will commence at 7.30pm in the Old School Room.

Council noted the date of the next meeting and the Chairman closed the meeting at 9.08pm.

Signed:

Date:

SPARHAM PARISH COUNCIL - YEAR ENDING 31ST MARCH 2022

FINANCIAL REPORT - MARCH 2022

***includes payments awaiting authorisation at this meeting*

BUDGET UPDATE	Budget	To date	%
	2021/22		
PAYMENTS**			Paid
Admin	1190.00	1175.91	99%
Salary	960.00	931.52	97%
Open Spaces*	525.00	600.00	114%
Permissive Pathway	160.00	160.00	100%
Bus Shelter	50.00	0.00	0%
Phone Box	0.00	231.26	
Donations**	625.00	1150.00	184%
TOTAL	3510.00	4248.69	121%
RECEIPTS			Received
Precept	5000.00	5500.00	110%
Admin	150.00	150.00	100%
Bank Interest	0.00	0.61	
Grants	0.00	500.00	
TOTAL	5150.00	6150.61	119%
SURPLUS/DEFICIT	1640.00	1901.92	

Balance as at 01.04.2021	6859.98
Less Payments	3,362.88
Plus Receipts	<u>6,228.59</u>
TOTAL	<u>9,725.69</u>
Balance as at 28.01.2022	
Current Account	310.37
Business Account	9,415.32
TOTAL	<u>9,725.69</u>
Including:	
Village Green Reserve	500.00
Wall Repairs Reserve	1,491.00
Defibrillator Reserve	1,000.00
Milestone Reserve	<u>60.00</u>
GENERAL RESERVE	<u>6,674.69</u>

**Amended to reflect updated 2021 costs which were not available when budget was set*

***includes donation to PCC from 2020/21*

Admin Budget 2021/22	Budget	Paid to date	Receipts	Budget	R'cvd to date
Insurance	625	613	OSR	150	150
Website	110	194			
ICO	35	35			
Office Allowance	120	120			
Audit	225	13			
Training	50	146			
SLCC/NPTS Membership	15	57			
Expenses	0	0			
Elections/Legal	0	0			
Postage	10	0			
TOTAL	1190	1178	TOTAL	150	150