

SPARHAM PARISH COUNCIL

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

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

One Member of the Public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies were received from District Cllr Bambridge and County Cllr Bill Borrett. Cllr McConnell will be arriving later.

2. To receive any declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on 12th November 2024.

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

4. To consider the co-option of a new member to fill the one Council vacancy.

Council noted that the member of the public interested in filling the vacancy would be eligible at the next meeting in May.

5. County & District Councillor Reports.

In the absence of both councillors, written reports had been received. No issues were highlighted by Council.

6. Meeting open for public participation.

The member of the public raised the lack of superfast broadband in the village and the Chairman responded that it was now much better than had been previously and that it was a matter of priorities and, unfortunately, Sparham was not near the top of that list.

7. Planning issues.

a) Applications for consideration.

The Chairman reported that a planning application for replacement windows for the Old School Room has been submitted, which will require grant funding.

b) Decisions to note.

There were no decisions to note.

At this point, Cllr McConnell arrived.

8. Highway & Footpath issues.

a) To receive an update speeding issues on A1067 and the need for a lower speed limit, including an update on the PPS application for Village Gates.

The Chairman reported that the speed safety camera teams are attending regularly and collecting data which together with data regarding accidents kindly being collected by a local resident should be sent to the Police & Crime Commissioner to ask for his support for a lower speed limit.

Council agreed the cost of installing Village Gates, over £14,000, was not affordable even with match funding and agreed not to pursue this. It was also agreed they are unlikely to reduce speeding.

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

Council noted that approval had been given for the additional bus stop but funding is an issue. County Cllr Bill Borrett has been advised to submit an application to the Bus Service Improvement Plan and this will be chased up.

c) To receive an update re the request to NCC to enlarge the current stop on the A1067 (westbound).

Council noted that works have been programmed and are now awaited.

d) To receive an update to the request for a 30mph speed limit within the village.

Council noted that the 30mph limit was likely to be approved by Highways but funding would be required. It was agreed to ask County Cllr Bill Borrett to take this forward on our behalf.

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

Council noted that no works have been carried out, despite assurances from the landowner. Water is running down the road and is dangerous when icy. A follow up request for action will be sent to the landowner.

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

Council noted the following updates:

- Damaged Whitwell Road sign has now been repaired.
- Missing reflectors on pond barrier have been replaced.

g) To consider any action in respect of highway problems on The Street.

Council agreed to highlight the parking issues on The Street to Highways so they are aware when any planning applications are submitted.

9. The Village Green

a) To receive an update regarding the wildflower project.

Cllr McConnell reported that she will be monitoring the area as Spring progresses. No new seeding is currently planned and growth will be cut back from around the wall.

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

The Chairman reported that there was no new information. The Land Registry are taking a long time to deal with matters.

c) To consider any works to uneven, wet ground on the Green.

Cllr Sayer suggested that a small orchard be planted on the ground which is unsuitable for parking and Cllr McConnell will investigate any free fruit trees currently available.

10. To receive a maintenance report and consider alternative uses for the Phone.

Cllr Gerrie suggested a Garden Community Share Point and it was agreed he will speak to the person who currently organises the recycling in the Phone Box. It may be worth circulating a flyer to all residents with information regarding what is available at the Phone Box.

11. To receive an update regarding the Permissive Pathway agreement.

Cllr Sayer reported that no government funding was yet available for public access and that all is satisfactory on the pathways.

12. To consider any action in respect of the general appearance of the Village.

Cllr Gerrie said that he felt the village was looking untidy, with litter, overgrown verges, tyre marks on the verges, damage from delivery drivers and inconsiderate parking etc. A volunteer working party was suggested and this information could be circulated to residents via a flyer.

Council agreed to extend the grass cutting contract to include the layby opposite the Old School Room. It was also noted that the dog bin has been damaged and drainage into the nearby pond needed clearing to prevent flooding, a possible job for a working party.

13. To note the meeting dates for 2025.

Council noted the meeting dates for 2025:

- 13th May (Annual Council Meeting and Annual Parish Meeting)
- 9th September
- 11th November

14. Finance & Governance Matters

a) To receive a financial report for the year ending 31st March 2025.

The financial report (attached) was noted.

b) To consider any requests for charitable donations.

No proposal was received for any additional, charitable payments.

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

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

Ref	Payee	Amount
<u>PAYMENTS</u>		
P30	Clerk (Salary & Allowance) December (including pay award and back-dated pay to 01.04.2024)	£176.65 (SO)
P30	HMRC PAYE	£41.60
P31	Bus Shelter Quarterly Clean	£18.00
P33	Clerk (Salary & Allowance) January	£134.33 (SO)
P33	HMRC PAYE	£31.00
P34	Clerk (Salary & Allowance) February	£134.33 (SO)
P34	HMRC PAYE	£31.00
P35	Clerk (Salary & Allowance) March	£134.13 (SO)
P35	HMRC PAYE	£31.20
P36	Website Annual Renewal – refund to Clerk	£142.06
P37	Donation to PCC – Grass Cutting	£578.00
P37	Donation to Hill & Vale	£103.00
P37	Donation to Norfolk Citizens Advice	£100.00
P38	Permissive Pathway Annual Fee 2025/26 financial year	£160.00
P1	Norfolk Parish Support & Training Subscription	£70.00

15. Correspondence for circulation

Breckland Ward Boundary Review - Draft Recommendations – Council noted that any recommendations are likely to be overtaken by the Local Government Re-organisation currently ongoing.

Community Resilience Plan – Emergency and Civil Contingency – the Clerk will attend a webinar and report back to Council.

The 10th Great British Spring Clean – there was no volunteer to run an official litter pick but it was noted that many residents picked up litter as they walked around the village.

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

There were no new items received for the next agenda.

17. To note the Annual Meeting of the Parish Council will be held on Tuesday 13th May 2025, following the Annual Parish Meeting commencing at 7.30pm in the Old School Room.

Council noted the date of the Annual Parish and Annual Council meetings and the Chairman then closed the meeting at 8.25pm.

Signed:

Date:

SPARHAM PARISH COUNCIL - YEAR ENDING 31ST MARCH 2025					
FINANCIAL REPORT - MARCH 2025					
BUDGET UPDATE	Budget	To date	%	Balance as at 01.04.2024	11675.68
	2024/25			Less Payments @ 27.02.2025	9143.72
				Plus Receipts @ 27.02.2025	7148.33
PAYMENTS*			Paid	TOTAL	9,680.29
Admin	1,343	1,080	80%	Balance as at 27.02.2025	
Salary	1,877	1,864	99%	Current Account	716.14
Open Spaces	630	750	119%	Business Account	8,964.15
Permissive Pathway	160	160	100%	TOTAL	9,680.29
Bus Shelter/BT Box	200	70	35%	less outstanding payments	0.00
Donations	781	781	100%		9,680.29
Wall Repairs	1,770	1,770	100%	Including the following reserves:	
Defibrillator	50	-	0%	Wall Repairs*	699.80
TOTAL	6,811	6,475	95%	GENERAL RESERVE	8,980.49
Wall Repairs	6,373	5,673	89%	*includes 2024/25 budget (£1,770)	
RECEIPTS			Received		
Precept	7,000	7,000	100%		
Admin	150	-	0%		
Bank Interest	-	126			
PAYE Refunds	-	-			
TOTAL	7,150	7,126	100%		
SURPLUS/DEFICIT	339	651			