

Sporle with Palgrave Parish Council
Minutes of the Parish Council meeting of
Sporle with Palgrave Parish Council at the Community Centre, Sporle
On Thursday 14th March 2019 at 7.30pm.

Present

Gordon Burrows (GB)(Chairman)	Kalvin McLeod (KM)(Vice-Chairman)
John Barley (JB)	Helen Bartley (HB)
Sue Clark (SC)	Helen Dye (HD)
Peter Wilkinson (PW)(Breckland District Councillor)	

Elizabeth Durrant (ED)(Temporary Clerk)

1. **To receive and consider and vote on accepting apologies for absence.** None
2. **To approve the minutes of the meeting of the council held on the 14th February 2019.** HD noted that in minute 9(b) it was EC who had agreed to take this up with the bus company Proposed Kalvin McLeod and seconded by Helen Bartley. Minutes were approved unanimously.
3. **To record any declarations of interest in any items discussed.** Nil
4. **To adjourn the meeting to allow members of the public, and councillors with a prejudicial interest, to speak on agenda items.** There were three members of the public present. Kirsty Ashton and her son Jimmy were there as they were interested in the update regarding progress on the Pavilion and Playing Field Project and they fact they had offered to buy a strip of land adjacent to their land if this would assist. GB stated that the update would be covered in depth under item 10 and that the issue regarding the purchase of the land would be taken to the Sub-Committee meeting on Tuesday 26th March 2016 to see if this was feasible. The other person was John Rodwell who had attended to see what was happening in the village.
5. **To receive updates from County and District Councillors.** EC reported New homes for care leavers open after £5m investment. The first of 11 homes for Norfolk's care leavers has just opened, following £5m of investment from Norfolk County Council. The Council is creating supported homes for young care leavers in houses across the county. The first have just opened in Greater Norwich, South Norfolk and Breckland and they will be staffed around the clock, so that young people get the support they need. The County Council has worked with young people to make sure that the accommodation meets their needs and four of the homes are now finished. One other property has been bought and the Council is working to find the right buildings and locations for the remaining properties. When finished there will a total of 25-30 beds across the 11 properties. Without the new properties the young people would need to live in residential care or in placements with another provider, at a cost of up to £6,500 per week. The new homes ensure they have the right support, are able to learn to live in communities in a supported way and reduce the overall cost to the Council. The new housing is just one scheme the Council is using to support young people leaving care. Earlier this year it also agreed to a council tax exemption for care leavers, to support them financially as they become independent adults.

Young volunteers needed to help with Libraries' Summer Reading Challenge Young reading enthusiasts are needed to help Norfolk children choose reading books, and help them complete an exciting challenge, at the county's libraries this summer. Norfolk County Council's Library and Information Service is looking for volunteers aged 13-25 to get involved in this year's Space-themed "Space Chase" Summer Reading Challenge, due to start in July. Last year, more than 11,500 children took part. The annual reading event for primary school children involves borrowing and reading at least six different books, getting rewards including stickers and a certificate and medal when the challenge is complete. The scheme relies on the help of up to 150 young volunteers who support Norfolk library staff at each of the 47 libraries. If you are interested in helping out this summer, speak to staff at your local library or email volunteercontact@norfolk.gov.uk to request an application pack. For more information on other volunteering opportunities, please visit www.norfolk.gov.uk/libraryvolunteers.

Fraud Crackdown The Norfolk Counter Fraud Hub is a new initiative delivered by Norfolk County Council in partnership with the districts, city and borough councils that allows local government agencies and housing associations to share and screen data to detect where fraudulent payments are being made. Partners can then prioritise investigations based on any discrepancies found by the system.

PW stated that he had given an in depth report last month. The Budget had been approved and the Council Tax in respect of a Band D house had increased by £4.95 for the year. Those with properties in Band's A & B would not be as much as this. Due to the ongoing issues with accessing Universal Credits this was going to be passed to Citizens Advice to assist applicants from 1st April 2019. Breckland would continue to support those already in the system and would signpost new and continuing applicants to Citizen Advice.

6. To discuss any matters arising from the minutes of the meeting of 14th February 2019
There were no matters arising that were not already included on the Agenda.

7. Finance:

- a) To approve payments to be made as at Annex A. These were proposed by KM and seconded by HD. Approved unanimously.
- b) Finance and accounts report. The Clerk reported that the Parish Council were in a healthy position and would be able to cover all costs relating to the Council for the rest of the year. The Clerk had contacted NORSE in respect of the grass cutting contract and ensured that the Churchyard would no longer be dealt with as part of the Parish Council Contract. NORSE had provided a new detailed quote which showed two cuts in March to the Churchyard, as it had been agreed with the Parochial Parish Council that the Parish Council would honour the contract till 1st April 2019, and then the cost of the grass cutting for the Parish Council until October 2019. A letter had been received from Rev's Allan requesting assistance towards the cost of grass cutting in the churchyard the quote they had received from NORSE was £2,500 and she had applied for 50% of this. JB agreed to go back to the Parochial Church Council and request that they obtain three quotes and that the Parish Council should see these. It was believed that there was a local person was interested in the contract and his details would be passed over.

8. Planning: Nil GB stated that he had received further information regarding the construction in Love Lane and that changes mentioned by the Parish Council had been made to the proposals which had been shown to the planners who were complimentary. There was now a solid end wall with no windows overlooking another property. The finish to the front would be red brick and the rest would be red brick plinth then cladding, roof tiles would be red clay pantiles. The formal plans would be submitted in the normal way shortly.

9. Highways:

- a) Street Lighting report The meeting with T T Jones did not take place. The Clerk explained she had received an e-mail from T T Jones a few days later apologising that she had forgotten to send someone. She did offer a new meeting but GB decided to put this on hold at this time.

10. The Pavilion and Playing field projects: GB stated that quite a lot had happened in respect of the Project. The car park had been completed however there had been a theft of a considerable amount of asphalt. It had been mentioned to police but not reported officially as it was felt the likelihood of any outcome was very remote. There had been a number of vans going round the village offering to carry out driveway work. Damage had been caused to the car park which would have to be repaired. The gate had been put back but had not been secured at the time. The gate was now secured and locked. Dave Colman had two gates which he had made, and were the same as the gate there now, for a customer who no longer needed them. It had been suggested that these two gates were purchased so one would be placed at the gap in the bank and the other at the bottom where there is an opening thus securing the playing field. The cost including installation was anticipated to be £150 each. It was decided to go ahead with the purchase. Proposed by KM, seconded by HD agreed unanimously. The inside of the Pavilion had been cleared and the roof repaired ready for work inside to commence.

Richard Manning was due to start work on the inside of the Pavilion in April with the intention of work being completed in a month. He would be attending the Sub-Committee meeting on 26th March and at this time the costings of a brick extension for storage would be discussed. However to ensure realistic costings were achieved it was imperative to determine how much room the football club required for their equipment and then add on further space for future ventures at the site to have storage as well. It was hoped to complete the work so that the Football Team could get up and running again and also to encourage other users in time for the summer.

Another aspect that had been raised by someone living in the village and had been discussed at the last PC meeting was the container. The current container had been moved to the halfway line and it had been suggested that on the purchase of a future container for storage that the original container be used as a shelter for supporters. The football club towards the end of the season last year regularly had 40/50 spectators and it was felt something should be done to make it more comfortable for them. The intention was to clad the entire container both inside and out, cut windows out which would have no glass in and put a door in. The windows would be boarded up with 12mm ply and would be bolted in place from the inside and the door would also be secured when it was not being used for the intended purpose. The container would be decorated. Further to the proposal to buy a second container the two Project Managers had suggested instead of the expense of buying a new container the possibility of adding an extension onto the Pavilion for storage, so there would be no windows, should be investigated further as this would be more secure.

Signage in respect of the Pavilion and Playing Field would need to be discussed at future meetings of the PC and Subcommittee. It was essential that it was made very clear that the site was private land being looked after for the council and that certain rules for use of the site should be followed otherwise the site would be locked. It should also be made clear that any destruction or unauthorised removal of the signs would result in the appropriate action being taken. In respect of this JB stated that a slight adjustment to the deeds should name Sporle with Palgrave Parish Council as the trustees of the site and not the individual councillors. GB agreed to follow this up.

In respect of funding the Tesco Bags for funding application had been started and would be discussed at the next Sub-committee meeting. PW stated that there was a possibility of Match Funding from Breckland Council through Norfolk Foundation Website and he would be happy to put in a supporting letter in respect of this.

- 11. SAM2 sign update.** The sign was now back in the village and would be for two months. The two people who have shown an interest in assisting KM with this are still interested and intend to come to the next meeting as they are currently out of the country.
- 12. Forthcoming Local Election 2nd May 2019** GB agreed to post the NOTICE OF POLL on the village and community centre notice boards on 20th March 2019. PW excused himself from the April meeting due to the Election in May as the purdah would be in place by then.
- 13. Resignation of Parish Clerk.** The clerk informed the meeting that one CV had already been sent to the Councillors and one had been sent today from another applicant. There had also been a telephone enquiry regarding the position and the clerk had requested that this person should send a CV to the e-mail address, this would then be forwarded upon receipt. The closing date was Friday 22nd March 2019. At this time the Councillors would then have to decide on what further action they wished to take.
- 14. Sporle Facebook page** KM asked if anyone else would like to be editor on the facebook page. Mr Rodie had been removed as editor as he had been replying messages sent to the facebook page and not forwarding them onto the councillors. KM suggested that in future there should be an automatic reply to any messages sent signposting people to the PC's e-mail address. KM would liaise with GB regarding this. KM suggested that David Anteh who was a member of the Photography Club would be an excellent candidate for an additional editor and it was agreed that KM would approach him regarding this and would stress that his role as editor did NOT include answering any messages sent to the facebook page. Proposed by HD seconded by JB and carried unanimously.
- 15. Records Kept by Parish Council.** The Clerk advised the PC that in light of GDPR the records held by the PC would have to be reviewed and actioned accordingly. The Clerk agreed to come up with a proposal of which records should be kept, how long for and how stored for the next meeting. The new clerk could then start to implement this as soon as possible.

16. To consider correspondence. (All circulated prior to meeting). All noted.

17. Date and time of next meeting.

Thursday 11th April 2019, 7.30pm at the Community Centre, Sporle

The meeting closed at 8.30pm

Elizabeth Durrant

Temporary Clerk to Parish Council

17th March 2019

MEMBERS OF THE PUBLIC & PRESS ARE WELCOME TO ATTEND