

Sporle with Palgrave Parish Council
Minutes of a council meeting of
Sporle with Palgrave Parish Council at the Community Centre, Sporle
On Thursday 9th May 2019 at 7.30pm.

Present

Gordon Burrows (GB)
John Rodwell (JR)

Kalvin McLeod (KM)

members of the public present were:

Matthew Clark (MC)
Janis Sheffield (JS)

Helen Dye (HD)

Elizabeth Durrant (ED)(Clerk)

- 1. To receive Local Election Result co-opting of interested residents willing to become councillors.** GB in his role as past Chair welcomed everyone to the meeting. GB advised the meeting that congratulations were in order for Peter Wilkinson who had retained his seat on Breckland Council in the election. GB informed those present that it had been an uncontested election as only three people had submitted nomination forms in time therefore himself, KM and JR had been elected to the Parish Council. Due to there only being three elected members of the council GB then asked the members of the public if anyone would be interested in becoming councillors as they could be co-opted onto the council at this time. All three members of the public indicated their interest and were then co-opted unanimously onto the council.

GB then asked that a vote of thanks to Sue Clark, John Barley, Helen Bartley and Jacqui Howard for all their work and support on behalf of the council during their term or office. Supported unanimously by the other councillors.

At this point GB stood down from being Chair of the Parish Council and this part of the meeting was Chaired by KM.

- 2. To appoint Chair and Vice Chair for 2019/2020.** KM then explained the process of appointing a Chair to the new councillors. KM asked GB if he would be prepared to carry on as Chair and GB stated he would as long as no-one else wanted to put themselves forward. No-one else was forthcoming therefore KM proposed GB which was seconded by HD and passed unanimously

GB then took over the meeting.

GB then explained to the other councillors that KM had been Vice-Chair for quite a long time and had a lot of experience and had been extremely supportive and helpful. GB then asked KM if he would be prepared to carry on as Vice-Chair and asked the other councillors if any of them would be prepared to stand as Vice-Chair. No-other councillors were prepared to stand as Vice-Chair and KM then indicated that he was happy to stand as Vice-Chair again. Proposed by GB, seconded by MC and carried unanimously.

- 3. To approve the minutes of the meeting of the council held on the 11th April 2019.**
Proposed by GB Seconded by HD approved unanimously
- 4. To record any declarations of interest in any items discussed.** MC stated that he had an interest in item 13 as he worked for WESTOTEC who were the makers of the SAM2 signs. GB advised that at this time there would not be an issue as there was no funding decisions being made tonight.
- 5. To adjourn the meeting to allow members of the public, and councillors with a prejudicial interest, to speak on agenda items.** None.
- 6. To receive updates from County and District Councillors.** None.
- 7. To discuss any matters arising from the minutes of the meeting of 11th April 2019 not covered elsewhere on the Agenda.** GB stated he would speak to John Barley to ascertain if he had spoken to the Church Warden regarding getting further quotes for the grass cutting of the church yard, HD stated that someone had been in to cut the grass and thought it was NORSE. GB would follow this up with John Barley.

8. Finance:

- a) a) To approve payments to be made as at Annex A. Proposed by KM and seconded by JB carried unanimously.
- b) Finance and accounts report. Clerk stated that the accounts were in a healthy state at this time.
- c) End of Year Accounts. Clerk advised the meeting that the accounts for 2018/2019 were currently at the Internal Auditors and would be brought to the next meeting so they could be agreed and signed off prior to being sent to the External Auditor.

9. Planning:

- a) 3PL/2019/0373 Development site 98 The Street, Sporle - No objections
 - b) 3PL/2019/0462 Mill Cottage, Love Lane, Sporle No objections
- GB advised the meeting that quite often the planning notifications came to the council with only a few days to decide whether or not the council had any objections. It was agreed that in the future should this occur the clerk would write to the council requesting an extension which had been agreed in the past as necessary.

10. Highways:

- a) Street Lighting report. As requested TT Jones had provided a quote for the replacement of the sodium lights to LED, this would incur a cost of £5,425.56 which had been accounted for. Proposed KM seconded by JS agreed unanimously. KM stated that some of the inspection doors on the lampposts were still awaiting replacement and were being held on by cable ties still. Requested that the clerk, when notifying TT Jones of the agreement to the quote that this be mentioned and request a possible replacement date. GB stated that a letter had been hand delivered to his home by one of the residents of Newfields complaining that they were unable to sleep due to the new LED light shining into their bedroom. The clerk agreed to ask TT Jones if they could shield or dim the light in some way in an effort to resolve the issue.
- b) Update on placement of bench Bunkers Hill and also one for Monique. There had been no movement in respect of the possible placement of a bench on Bunkers Hill. In respect of the bench for Monique this was on hold at this time. The community centre had received £500 from Monique's estate which had been given by her daughters and at this time they were deciding the best way to commemorate Monique. In this respect GB had contacted the museum at Swaffham where there was a room dedicated to Monique regarding the possibility of obtaining some artefacts/photo's so that a display cabinet could be made and put up in the community centre with a suitable plaque in memory of Monique. Until they hear from the museum about which items they would loan to the community centre the cabinet cannot be made and any other decisions regarding the utilisation of the funds would have to wait.
- c) Painting of railings. GB stated that all the railings in the village were in need of repainting and the ones at Bailey Row needed straightening as it would appear someone had collided with them. Clerk stated she had contacted Highways in respect of this but had heard nothing back but would chase them up.

- 11. The Pavilion and Playing field project.** Work on the pavilion was progressing at a good rate. The inside had now been gutted and the foundations had been dug for the small extension to the front. Work on the wall there has gone well. GB was going to contact the architect with a view to hopefully meet him next week as further drawings were now required. The pavilion would now have two changing rooms and showers, lockers and a referee's/supervisors changing room in the middle and if funds and room allowed a disabled toilet would also be there. The original intention was to obtain another container for storage however costings were being sought to make the storage a brick built extension to the side of the pavilion with a shutter type door and also access from the home team's changing room. If it was decided that this would be possible it would be beneficial to get the footings dug this month. There would be a bill would be submitted shortly for the digging of the foundations which would be in the region of £420. The original container would have cladding and windows and door cut out which would be lockable and secure when not in use to offer spectators shelter from inclement weather.

The second stage of the refurbishment would be the kitchen and glass front to the pavilion with security lights on all four corners of the building.

4 sleepers had been obtained to go around the septic tank and this would also have a small brick border to raise it. The manhole cover would need replacing as this was no longer fit for purpose. The gardening club would be looking after this area to make it more welcoming.

- 12. SAM2 sign update.** The sign is still at Castle Acre but should be back at the end of the month. KM stated he had turned the screen off to see if the sign made a difference and this proved that it had quite an impact. The sign did have an impact for example when it was at Bunkers Hill with the screen turned off the average speed was 55-60mph with the screen turned on this was reduced to 40mph. The fastest speed recorded on the sign was 84mph. The SAM2 sign records the amount of vehicles going through the village and their speed and does not record the make or registration of the vehicles.
- 13. Records Kept by Parish Council.** This would be dealt with by the clerk and Chair. However it was suggested that planning applications should not be kept unless there were any objections or issues and certainly not after the building had been completed as the originals were kept at the planning department and if necessary the council could request a copy. The main records that should be kept are financial records/minutes/election results and acceptance of office and disclosure forms.
- 14. SNAP Meeting 16th April 2019.** GB had been unable to attend the meeting however KM had managed to attend and stated that the main topics discussed were the drugs issues in the area and also violence towards chickens and ducks in Swaffham. KM suggested that the Parish Council should purchase a wild life camera which could be placed near the pavilion to record wildlife movement in the area. It could be given to another group to monitor and record the results such as the gardening club or the history group.
- 15. To consider correspondence. (All circulated prior to meeting).** GB explained to the new councillors that prior to the meeting the clerk would circulate pertinent correspondence and part of that would include the Crime Update Sheet from Norfolk police which listed the types and amounts of crimes that had occurred in the area in the previous month. There had been notification from CPRE (Campaign to Protect Rural England) of their AGM and annual lecture being given by Sir Nicholas Bacon on 30th May which was open to everyone and free to attend. 2026 was the closing date to ensure that all public rights of way in England were mapped and recorded so they were not lost so if anyone knew of any they should check that they were recorded and if not contact ramblers.org.uk.

16. Date and time of next meeting.

Thursday 13th June 2019, 7.30pm at the Community Centre, Sporle

ALSO

Annual Parish Meeting on Thursday 13th June 2019 at 6.30pm to be held at the Community Centre, Sporle.

MEMBERS OF THE PUBLIC & PRESS ARE WELCOME TO ATTEND

Meeting closed at 2100hrs

Elizabeth Durrant
Clerk to Parish Council

11th May 2019