

Sporle with Palgrave Parish Council
Minutes of
Sporle with Palgrave Parish Council meeting
held at
Sporle Community Centre
on Thursday 8th October 2020 at 7.30pm.

Present:

Kalvin McLeod (Chairman)
Helen Bartley
Helen Dye
John Rodwell

Matthew Clark (Vice Chairman)
Janis Bevan
Gordon Burrows

Councillor Ed Colman - Norfolk County Council
Councillor Peter Wilkinson - Breckland District Council

Elizabeth Durrant (Clerk)

1. To elect Chairman for 2020/2021

Gordon Burrows stood down as Chairman.

There were two candidates for Chairman

Kalvin McLeod proposed by Janis Bevan and seconded by John Rodwell.

Gordon Burrows proposed by Helen Dye and seconded by Helen Bartley.

Both candidates then left the meeting and a vote was taken by the Clerk which resulted in

Kalvin McLeod - 3 votes

Gordon Burrows - 2 votes

Kalvin McLeod was therefore voted as Chairman for the remainder of 2020/2021.

Both candidates returned to the meeting and Kalvin McLeod took over as Chairman for the remainder of 2020/2021.

2. To elect Vice Chairman for 2020/2021.

There were two candidates for Vice-Chairman

Janis Bevan proposed by Kalvin McLeod and seconded by John Rodwell.

Matthew Clark proposed by Gordon Burrows and seconded by Helen Bartley.

Both candidates then left the meeting and a vote was taken by the Chairman

Janis Bevan - 2 votes

Matthew Clark - 3 votes

Matthew Clark was therefore voted as Vice-Chairman for the remainder of 2020/2021.

3. To approve the minutes of the meeting of the council held on the 10th September 2020. Proposed by Gordon Burrows, seconded by John Rodwell and agreed unanimously.

4. To record any declarations of interest in any items discussed. None known.

5. To receive updates from County and District Councillors. These have been forwarded to everyone as soon as possible after receipt.

Councillor Ed Colman – The school bus has been reinstated after a period of lobbying by a number of people. It transpired that the data used in making the decision was faulty and after reassessment of the need the decision was reversed and the school bus reinstated.

There has been a number of positive results following Covid19 testing at Litcham High School which was being managed within the protocols already established.

Secondary school applications are now open and have to be in by 31 October 2020 for September 2021.

Proposed electoral boundary changes in Norfolk will not come into place until 2025 and Sporle remains within the same constituency as now.

Take up of web based library has been good.

The Budget consultation for 2021/2022 is underway internally but will be slightly delayed. Norfolk County Council need to save £45million due to COVID19 pressure. Hopefully there will be more funding from Central government.

Norfolk County Council has been voted Digital Council of the year around work on digital access and assisting more people to get on line. There are advisers to assist those who need support accessing online facilities.

Sam 2 sign has been ordered.

Councillor Peter Wilkinson - Swaffham have received funding from Natural England as one of the market towns. Breckland District Council have revised their budget and have good reserves at this time.

As Governor of the Queen Elizabeth Hospital – the hospital is celebrating its 40th year as full hospital trust. 16 people from the Care Quality Commission arrived and visited every part of the hospital. While the outcome of the report is not available there was an indication that the hospital would come out of special measures. The Chief Executive of the hospital won a Norfolk Heroes award which was accepted on behalf of the whole hospital.

6. To discuss any matters arising from the minutes of the meeting of 10th September 2020 not covered elsewhere on the Agenda. None.

7. Finance:

- a) To approve payments to be made as at Annex A. Proposed by Matthew Clark, seconded by Helen Dye and agreed unanimously.
- b) Finance Report- Parish Council were working within budget. The bank mandate was being changed to include the Clerk so that the account can be managed by the Clerk in their role as Responsible Finance Officer. It is not the intention that the clerk should sign off any cheques. It was agreed that the Clerk would research online banking as a way forward for the future, other Parish councils were now taking this step..
- c) Pavilion Finance Report, for information only. The Pavilion finances had now been separated from the Parish Council main account for purposes of clarity.

8. Policies:

- a) Complaints Procedure – Proposed by Mathew Clark, seconded by Janis Bevan and adopted unanimously.
- b) Grant Award - Proposed by John Rodwell, seconded by Helen Dye and adopted unanimously.
- c) Health and Safety - Proposed by Matthew Clark, seconded by Janis Bevan and adopted unanimously.
- d) Freedom of Information and Model Publication Scheme - proposed by Helen Bartley, seconded by Matthew Clark and agreed unanimously.
- e) Training Policy - Proposed by Helen Dye, seconded by John Rodwell and adopted unanimously.

9. Planning:

3PL/2020/0783/VAR – Variation of Condition No 2 on 3PL/2018/1100/D. Plot 5 as approved will be amended by the addition of a sun room circa 4m x 4.3m and porch circa 2.3m x 2m. Development site at 98 The Street, Sporle – APPROVED.

3PL/2020/0924/HOU. Two infill side and entrance lobby extensions and carport. 19 Priory Close, Sporle - APPROVED.

10. COVID19 Support Group

There have been no further food parcels. Only one prescription was delivered.

7.58pm Councillor Colman left the meeting.

11. Highways

- a) Bunkers Hill Tree Storm Damage – email from resident. The trees were checked a short time ago. Believe this falls under highways remit and should be reported to them. Parish Council would like to thank Andy Colman for his prompt clearance of the debris.
- b) Painting of slow signs - Gordon Burrows reported that his wife had received an email from highways regarding her report and it indicated that the highways had got the wrong location. Highways have been contacted again to advise them of their misapprehension and requesting that the slow signs be repainted.

12. The Pavilion and Playing field projects:

- a) Progress. Nothing much has happened this month. Interior finishings have now been delivered so hopefully these will be fitted as soon as possible.
- b) Position to date. Building regs have been passed. When in a position to start the extension part the Parish council will need to contact a Mrs Housego at Gresham Hall regarding alight touch archaeological report in respect of any findings. It is believed that all the stone etc was moved may years ago by residents at that time so it is not expected that anything will be found.
- c) Inspection of Playground - Awaiting a date.

13. Village Maintenance:

- a) Ditch cutting – Tendering Process. To date there had only been one enquiry regarding the ditch cutting.

14. Other Village Matters:

- a) Village sign - Mr Green will contact Gordon Burrows before the next meeting with a quotation for the necessary work to refurbish the village sign.
- b) Bus Route – this has been re-instated as per Councillor Colman's report.
- c) Bus Shelter - Gordon Burrows had managed to get one quote for the remedial work required on the bus shelter. He had tried other builders however they never turned up or declined to attend. After a discussion it was agreed to go ahead with the one quote as the work was urgent as the bus shelter was in a dangerous condition. Proposed by Matthew Clark, seconded by Janis Bevan and agreed unanimously. Gordon Burrows would get in touch with the builders to give the go ahead and would contact the fencing contractors to link in the collection of the security screening.

15. SAM2 sign update.

Kalvin McLeod stated that he had received a phone call reporting that the padlock on the SAM2 sign had been cut off which enabled someone to get into the machine and turn it off. Another padlock will be purchased and fitted to the machine.

Kalvin McLeod will contact Norfolk County Council to arrange collection of the new SAM2 sign.

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

- a) Possible faulty street light outside 53 Priory Close, Sporle – reported to T T Jones
- b) Email from resident re the bottle bank. After considerable discussion regarding the issue with the bottle bank it was agreed in line with Councillor Wilkinson that a decibel monitor should be offered to the resident through Breckland District Council. Once the findings of the meter readings have been obtained then a further discussion and decision would be taken.
- c) Correspondence re grant towards placing more life saving defibrillators. After discussion it was agreed that at this time there was no other location where a defibrillator could be placed.

17. NALC

Nalc is changing to a co-operative and requested that a Parish Councillor be nominated to represent the Parish Council at meetings. It was agreed that this would be done on the individual meetings so that a councillor could represent the Parish Council.

Kalvin McLeod thanked Gordon Burrows for his work as Chairman and looked forward to his continuing support.

18. Date and time of next meeting.

Thursday 12th November 2020, 7.30pm Sporle Community Centre
Location and Mode of meeting is subject to change due to any change in COVID19 restrictions

Public part of meeting closed at 9.03pm

Dates of Parish Council Meetings 2020/2021

Thursday 12th November 2020	Thursday 10th December 2020	Thursday 7th January 2021
Thursday 11th February 2021	Thursday 12th March 2021	

Elizabeth Durrant
Clerk to Parish Council

22nd October 2020