

Sporle with Palgrave Parish Council
Minutes of Parish Council meeting
Held at
The Chapel, the Street, Sporle
on Thursday 10th December 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 receive apologies.**
Apologies received from Breckland District Councillor Peter Wilkinson. Agreed unanimously.
2. **To approve the minutes of the meeting of the council held on the 12th November 2020.**
Proposed by Matthew Clark, seconded by Janis Bevan. and agreed unanimously.
3. **To record any declarations of interest in any items discussed.**
None known.
4. **To receive updates from County and District Councillors.** These have been forwarded to everyone as soon as possible after receipt.
Ed Colman: The County Council have had to take the difficult decision to list Holt Hall for sale. Over the last 5 years the usage of the Hall has reduced significantly with less than 10% of visits made by schools. Over the last 3 years it has run at a loss of £270,000. The County Council are facing a bill of around £600,000 to update facilities and disabled accessibility. The County Council are still a strong investor in outdoor learning and funding will go to similar provisions. Community Groups will be given the opportunity to buy the Hall if they can find funding. The County Council are also selling of other parcels of land to help balance the budget.
The Budget consultation closed last week. It was agreed to implement 2% County Council Tax and 2% Adult Social Care levy. The budget will go to full Council for approval in February.
5. **To discuss any matters arising from the minutes of the meeting of 8th October 2020 not covered elsewhere on the Agenda.** None
6. **Finance:**
 - a) To approve payments to be made as at Annex A.
Bus Shelter - The Chairman had met the contractor on Saturday following the meeting. The upright beams are both bowed one more than the other. The horizontal and corner beams are cracking so did not want to cause more damage. It was agreed after discussion that this would be an emergency fix to make the bus shelter safe and that a proper refurbishment of the bus shelter to restore it to its full glory would be undertaken. The clerk to contact AJ Restoration for a quote and possible start date. It was then proposed that the bill from Shine and Clean should be paid. Proposed by Calvin McLeod seconded by Janis carried by a 5 to 2 majority.
County Councillor left the meeting at 7.45pm.
The rest of the payments were proposed by Helen Dye, seconded by Matthew Clark and approved unanimously.
 - b) Finance Report- The Council was performing within budget. The clerk had now obtained a laptop, printer and software as discussed at previous meeting. Insurance had also been taken out on these items through Currys/PC World and would be £9.00 a month. The clerk would pay this in the interim and claim back on expenses until direct debit had been sorted.
 - c) Pavilion Finance Report, for information only. – Clerk - There had been no change in the Pavilion finances.
 - d) AGAR. The AGAR report had been received. Calvin McLeod agreed to put copy up on the Notice Board and the chair would update the website with the report.

7. Policies:

- a) Document Retention and Disposal Policy
 - b) Risk Assessment Policy
 - c) Assets Register
- All policies were deferred to the January meeting.

8. Planning:

3PL/2020/1139/HOU 4 Down Mill Drive, Sporle. APPROVED

3PL/2020/1304/HOU 1 Sydney Dye Court, Sporle. Proposed front porch extension. No objections.

9. COVID19 Support Group

There had been 1 prescription deliver. There were currently 10 members of the group. John Rodwell agreed to distribute face shields to those most in need. If other villagers require face shields, dependant on availability please contact the clerk who can forward the details to John.

10. Highways

- a) Clerk to contact highways regarding the overgrown hedging in New Sporle Road from Swaffham towards Sporle. The overgrown hedging has effectively reduced the road to one lane.
- b) Gordon Burrows had contacted Highways regarding the mud on the road and had to date not received any reply. A mud on the road sign has appeared recently.

11. The Pavilion and Playing field projects:

- a) Progress. – Steve and Paul had hung the doors. All electrics and plumbing were now finished. Slabs were now required to lay a path from the car park to the door. Slabs are preferable as the cabling and pipework run underneath so if access is required will be easier. Andy will put up the gates as soon as possible. Still need to get white gloss and matt paint; green paint for the gates; security boxes for changing rooms which can be attached to the walls; shower screen for middle changing room and other sundries. Chairs for changing rooms. Paul Rudd was thinking of donating shrubs for the island in the middle of the car park which will disguise the septic tank. Signs will be required re height restrictions and other instructions. - To be discussed at next meeting. After discussion it was agreed that the Pavilion Sub Committee could authorise payments up to £500 for any one item. Anything above £500 would require three quotes. Proposed by Calvin McLeod, seconded by Matthew Clark agreed with 3 to 2 majority. There were two abstentions.
- b) Inspection of Playground – Annual Report – Deferred to next meeting.

12. Village Maintenance:

- a) Ditch cutting – It was agreed that further adverts would be placed to see if there was any interest. There had only been two shows of interest. The Chairman suggested that an advert be placed in Church & Village Magazine which covered several local villages. Clerk would research this.

13. Other Village Matters:

- a) Zoom account – Clerk would set this up now laptop had been purchased.
- b) Village sign - defer till January as person is currently in lockdown.
- c) Bus Shelter - See item 6A.

14. SAM2 sign update.

Sam2 Calvin would be picking up the new one tomorrow.

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

- a) Bottle bank. - Local resident had informed the clerk that she did not wish to continue with her complaint as she was moving from the village early in the new year. Calvin had advised Breckland accordingly.
- b) Census 2021. - Noted
- c) Tree update. Clerk would contact Breckland re planting another Rowan in place of the one mistakenly taken out.

16. Date and time of next meeting.

Thursday 14th January 2021, 7.30pm

Location and Mode of meeting is subject to change due to any change in COVID19 restrictions

Meeting closed at 9.10pm

