

Minutes of a meeting of Sporle with Palgrave Parish Council

held on Thursday 9th February 2023 at 7.30pm at
The Community Centre, Sporle

Present:, Janis Bevan, Gordon Burrows (Chair), Helen Dye, Jacqui Howard, Calvin Mcleod.

Clerk: Mrs Sarah Hunt

Seven members of the public were present.

Also in attendance: District Councillor Peter Wilkinson

1. Apologies.

Cllr John Barley – ill health.

Cllr Helen Bartley – work commitment.

2. Minutes.

The minutes of the Full Council meeting held on the 12th January 2022 were AGREED as a true and correct record and signed by the Chair – PROPOSED Cllr J Bevan, seconded Cllr J Howard.

3. Declarations of Interest.

None.

4. Public Participation and Reports.

4.1 County Councillor Ed Colman - absent.

4.2 District Councillor Peter Wilkinson reported that issues with bin collections have now been resolved, and that batteries are able to be collected. That the precept for 2023/24 has been set. Support is available should the Parish Council wish to undertake a resilience plan. Coronation funding applications close at the end of the month, Coronation Flag pole/flag applications close on the 17th February.

4.3 Police report – none received.

4.4 Members of the Public raised queries regarding the recent Highways meeting – Cllr John Barley will report back to the next meeting. A donation for a local group – the group were invited to email the clerk with details. The solar light is now working – thanks to Parish Councils, this is such a success Councillors were invited to consider further installations – next agenda. The website was noted to be out of date currently – the Clerk has this in hand. It was noted that the Village Sign is still being refurbished – update to next meeting, Cllr G Burrows.

5. To receive updates on any matters not elsewhere on the agenda.

5.1 Solar Lamppost – now working.

5.2 Leaves on the footway have been reported.

5.3 SAM2 sign – Cllr G Burrows to contact Westcotec. January – average speed 28.4mph on Bunkers Hill – Maximum 65mph at 11.45pm on 11th January.

5.4 Bus Shelter seat installation – order to be sent - Clerk. A quotation to be sourced for a second identical bench. It was AGREED that the bench being removed can be given to the Swaffham Men's Shed to use as a template.

6. Planning.

6.1 To consider consultee response to applications received from Breckland District Council.

6.1.1 3PL/2023/0045/F – Elephant and Castle Child Care Centre, Dunham Road, PE32 2DD. Change of use from Class E (childcare centre) to C3 Dwellinghouse. (Full) No objections.

6.2 To receive notification of Planning decisions taken by Breckland District Council.

6.2.1 TRE/j2022/0310/TPO – 49 The Street, PE32 2DS. T1 Sycamore – Fell (Tree Work App TPO). TPO Work consent. NOTED.

6.2.1 3DC/2022/0304/DOC – SPORLE Land East of The Street, Sporle. Discharge of Conditions 4 & 10 on 3PL/2019/0921/F (Discharge Conditions). DOC – COMPLETE.

6.3 Call For Sites Consultation – NOTED that the promoted sites are now available online.

7. Finance:

- 8.1 NOTED the closure of the Household Support Fund – it was RESOLVED to return the sum of £1,800.00. PROPOSED Cllr J Bevan, seconded Cllr H Dyer
- 8.2 The payments as presented were APPROVED. PROPOSED Cllr K McLeod, seconded Cllr J Bevan.
- 8.3 Finance Report – the Clerk presented up to date bank reconciliations and bank statements.
Barclays A/c *****724 (Earmarked for Pavilion and Recreation Field) £ 9579.04
Barclays A/c *****244 (General Funds) £22284.51
- 8.4 It was AGREED to open an online bank account: Unity Trust bank. Signatories to be: Cllr J Bevan, Cllr H Dye, Cllr K McLeod.

8. Policies Review

- 8.1 Model Publication Scheme has been updated with current clerk details and uploaded to website. All policies/contact details are to be updated by the Clerk as necessary. NOTED.
- 8.2 It was AGREED to adopt the Review of Internal Controls Document.

9. Administrative Matters:

- 10.1 Kings Coronation Celebration. A village meeting was held with a second meeting scheduled.
- 10.2 It was AGREED to have a Parish Council face book page.
- 10.3 It was AGREED to have a Mobile Phone on monthly contract. Telephone number: 07552116126. Fee c£15.00/month.
- 10.4 To consider a 7pm start for future Council meetings. To be considered at the next meeting.
- 10.5 The Annual Parish Meeting date was set at Thursday 13th April – AGM of Pavilion Charity to take place at 7pm, Annual Parish Meeting to follow, Parish Council meeting to follow.
- 10.6 It was AGREED for the laptop to go to Computer specialist – anticipated cost £50/labour plus £225 including VAT for Microsoft office. Current software expires 27.2.2023.
- 10.7 To consider a request to add cover for two ride-on lawnmowers to Council insurance policy. Mowers to be stored in charity container. Quote from insurance company – next meeting.

11. Village Maintenance:

- 10.1 Ditch Clearance - to consider any quotations received. Original Quotation – Steve Long to be updated, additional quotes sourced.

12. Correspondence.

Email	Sporle Garden Group	Request re: advertising on barrels	To be invited to next meeting
Email	Breckland Dist Co.	Notification that Photo ID will be necessary to vote in may elections	Noted.
Email	Electoral Services	Timetable of election/paperwork	Noted.
Email	Nplaw	Will no longer offer a subscription service.	Noted.

13. Highways.

- 12.1 Report on land adjacent Sydney Dye Court following Highways meeting on Monday 30th January. Cllr J Barley. Next Meeting.

14. Date and time of next meeting.

Thursday 9th March 2023, 7.30pm

Thursday 13th April 2023 – Annual Parish meeting and Sporle Pavilion AGM.
Thursday May 18th 2023 - Annual Parish Council Meeting
Thursday 8th June 2023

Payments to be made by Sporle with Palgrave Parish Council - February 2023				
Company	Amount	VAT	Reason	chq
R Tyrrell	£25.00		Bus Shelter Cleaning - january	102255
Sporle Community Association	£22.50		Hall Hire	102256
Norfolk Community Foundation	£1,200.00		Household Support Fund	102257
Sarah Hunt	£592.80		February Salary	102258
Homeworking allowance	£26.00		February	102258
HMRC	£148.20		February payment	102259
Sarah Hunt phone refund	£24.66		initial payment/airtime jan	102260
e-on	£29.46	£ 1.47	Pavilion January (9.1.23 - 31.1.23)	DD
e-on	11.68	£ 0.58	Pavilion January (1.1.23 - 8.1.23)	DD
SSE	£637.20	£ 118.12	Street Lighting electricity - Jan	DD
Total	£2,717.50	£ 120.17		