

Minutes of Sporle with Palgrave Parish Council

held on Thursday 14th September 2023 in the Community Centre, Sporle with Palgrave at 7.00pm.

Present: Cllrs J Bevan, M Cousins, H Dye, K McLeod (chair), H Taylor, L Taylor.

In attendance four members of the public

Clerk: Mrs Sarah Hunt

1. Apologies.

Apologies were RECEIVED and ACCEPTED from Cllr P Smith – alternative commitment.

2. Minutes.

The minutes of the Full Council meeting held on the 13th July 2023 were AGREED as a true and correct record of the meeting and signed by the Chair.

3. Declarations of Interest.

Councillors are invited to declare a pecuniary or non-pecuniary interest on any item on the agenda.

To consider any dispensation requests.

4. Public Participation and Reports.

4.1 County Councillor – William Nunn reported that the location of the grit bin had now been agreed with local residents and the clerk and was programmed for installation. That he would ascertain why Highways were not cutting verges within the Parish.

4.2 District Councillor Peter Wilkinson sent apologies to the meeting.

4.3 Police – have not responded to the Clerks enquiry but have confirmed to the Church that they are unable to progress the attempted theft of the bench any further at present.

4.4 Members of the Public.

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

Note – no decisions may be made under this agenda item.

5.1 Grit Bin – CONFIRMED that the location has been altered and will now be on the bend as originally requested.

5.2 NOTED that the Interest bearing account has been opened with Unity Bank – opening balance £5,000.00.

5.3 NOTED there have been two expressions of interest to date in an allotment. Not to be investigated currently.

5.4 NOTED that the Community Centre and King Charles III have been approached with regard to siting a defibrillator and neither have responded. Cllr K McLeod to investigate whether the defibrillator on the shop is registered online. Cllr H Taylor to approach the King Charles and report back.

5.5 CONFIRMED that the Council is awaiting quotations from Highways for the 'Village Gates'.

6. Planning.

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

6.1.1 3PN/2023/0013/PNE – 1 Priory Place, SPORLE, PE32 2DT. Prior approval for proposal to erect a single store rear extension (conservatory) projecting from the original rear wall by 4.0m deep, with a maximum height of 3.60m and eaves height of 2.65m The Town and Country Planning (General Permitted Development) (England) order 2015 (as AMENDED) – Schedule 2, Part 1, Class A (Prior Approval). No Comment to be made.

- 6.2 To receive notification of Planning decisions taken by Breckland District Council.
6.2.1 None.
- 6.3 NOTED the serving of Tree Preservation order 2023 No. 04. Land to the rear of 122 The Street, Sporle, PE32 2DR. It was reported to the meeting that this is being challenged.
- 6.4 NOTED that 3PL/2023/0638/O – Land rear of 122 The Street, PE32 2DR – Outline application for proposed residential development of 3 No. three-bedroomed dwellings with all matters reserved, except access (Outline). Was WITHDRAWN.
- 6.5 Breckland Local Plan Consultation – NOTED the invitation to Council to be represented.

7. Finance:

- 7.1 It was RESOLVED to approve the payments as at Annex A. PROPOSED Cllr H Taylor, seconded Cllr J Bevan.
- 7.2 NOTED that £350 had been transferred to Barclays to cover fees and overdraft.
- 7.3 NOTED payment was made to the newsletter of a donation of £400.00 in July.
- 7.4 It was RESOLVED not to move payments to Charity Account until charity finances finalised – then item to be brought back to Council.
- 7.5 The Meeting RECEIVED the sign off from PKF Littlejohn and confirmed that the notice of conclusion of audit has been posted.
- 7.6 The quotation for internal audit 2023/24 from Sonya Blythe was AGREED.
- 7.7 The quotation for SCRIBE accounts package was RECEIVED at: £657.00. It was RESOLVED to accept this and move to a specialist software package for accounts. PROPOSED Cllr K McLeod, seconded Cllr J Bevan.

8. Policies.

- 8.1 Employment Policies to be reviewed at the next meeting.
- 8.2 Community Resilience Plan – Clerk/Chair to draft as fully as possible and bring back to Council.

9. Administrative Matters:

- 9.1 The meeting considered the Mental Health training courses being offered through Breckland District Council. Cllr L Howard to liaise.
- 9.2 SAM2 – Sporle Parish Council owns 1 unit and shares 1 unit with Castle Acre. Both appear to have a flat internal battery which is impinging on their ability to work. It was AGREED to take these to Westcotec for repair (approx. £80 each). Castle Acre to be asked to pay 50% of Bluetooth upgrade. Additional location to be requested from Highways on the crossroads.
- 9.3 NOTED that the Clerk has undertaken playground inspection training on 10.8.23.
- 9.4 NOTED clerk has enrolled on the SLCC Cyber Awareness Summit 31.10.23. FOC Course.
- 9.6 It was RESOLVED to take out a subscription to Parish Online. Cost £72.00. PROPOSED Cllr K McLeod, seconded Cllr H Dye.

10. Village Maintenance:

- 10.1 The meeting considered a request from the gardening club to install edging to the flower bed at the Village Sign. Cllr K McLeod to make contact and agree best materials to be used.

11. Correspondence.

- 11.1 It was RESOLVED that Cllr K McLeod attend a village organisations meeting as a Council representative.
- 11.2 The meeting considered the following suggestion: 'A designated path on the verge up Bunkers Hill, to the Peddars Way, to make it more inclusive and safer for those with disability, or young children. Currently it's dangerous to walk up that road, with the speed of drivers causing concern.' This has been take to Highways historically who do not see it as a priority.

12. Date and time of next meetings.

Thursday 12th October 2023
Thursday 9th November 2023
Thursday 14th December 2023
Thursday 11th January 2024
Thursday 8th February 2024
Thursday 14th March 2024
Thursday 11th April 2024 – Also Annual Parish Meeting.
Thursday 9th May 2024 – Annual Parish Council Meeting.

13. Matters for next agenda.

Neighbourhood Plan.
Employment Policies

Annex A:

Company	Amount	VAT		Reason	Cheque/DD
S Hunt refund SLCC Membership	£80.46		£80.46	Membership fees	bacs
R Tyrrell	£60.00		£60.00	Bus Shelter Cleaning - July/August	bacs
wave - water - pavilion	£20.13		£20.13	6 may to 5 august	DD
Community Action Norfolk	£60.00		£60.00	CAN - Play area course S HUNT	PAID BACS
Community Action Norfolk	£20.00		£20.00	Membership fees	bacs
Sporle Community Association	£13.50		£13.50	Hall Hire - July	BACS
Sporle Community Association	£250.57		£250.57	50% of recycling payment received	BACS
Sarah Hunt	£631.35		£631.35	August Salary	PAID BACS
Sarah Hunt	£615.90		£615.90	September Salary	bacs
HMRC	£137.59		£137.59	August payment	bacs
HMRC	£130.52		£130.52	September Salary	bacs
Norfolk Pension Fund	£226.95		£226.95	August payment	bacs
Norfolk Pension Fund				September payment	bacs
Eon	£29.44	£ 1.47	£30.91	pavilion to 8th August	DD
Eon	£48.63	£ 2.43	£51.06	pavilion to 8th July	DD
Vodafone	£6.00		£6.00	contract - HANDSET - Monthly.	DD
Vodafone	£8.26	£1.65	£9.91	airtime contract August	DD
Vodafone	£8.26	£1.65	£9.91	airtime contract July	DD
Sarah Hunt refund	£65.70	£13.14	£78.84	Dog signs for playingfield	bacs
Sarah Hunt refund	£24.98	£5.00	£29.98	Bird Spikes	bacs
PKF Littlejohn	£210.00	£42.00	£252.00	External Audit fee	bacs
SSE - Streetlights	£637.20	£ 118.12	£755.32	July payment	DD
SSE Streetlights	£442.22	£ 81.50	£523.72	August payment	DD
TTSR - Grasscutting play area	£162.50	£ 32.50	£195.00	50% of annual fee	BACS
Bank Charges Unity	£18.00		£18.00	To 3rd September	DD
Bank Charges Barclays	£36.91		£36.91	Overdraft charge.	DD
Total	£3,921.16	£ 299.46	£4,220.62		

The meeting closed at 9.32pm

Signed:

12th October 2023