

Minutes of a meeting of Sporle with Palgrave Parish Council

**held on Thursday 9th November 2023 in the Community Centre, Sporle with
Palgrave at 7.00pm.**

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

Clerk: Mrs Sarah Hunt

2 members of the public were present.

1. Apologies.

None.

2. Minutes.

The minutes of the Full Council meeting held on the 12th October 2023 were AGREED as a true and correct record and signed by the Chair.

3. Declarations of Interest.

Cllr J Bevan declared an interest in item 6.1.2 and left the room taking no part in the discussion or vote.

4. Public Participation and Reports.

4.1 County Councillor – William Nunn – not present.

4.2 District Councillor Peter Wilkinson – apologies noted.

4.3 Police. The priorities identified at the most recent SNAP meeting were reported to the meeting: Targeting theft/shoplifting in the run up to Christmas. The next meeting will be held on 23rd January 2024 at 7pm – venue to be confirmed. ZOOM attendance possible – ask clerk for log in.

4.4 Members of the Public. A request was received from the Garden Club for a donation towards the Christmas Tree. It was AGREED to donate £50.00. The clerk confirmed that the Council had been informed that the Tree Preservation Order behind 122 The Street had been challenged and was not in place.

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

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

5.1 Village Organisation Meeting – Not yet taken place.

5.2 NOTED the response received from the Community Centre who have granted permission providing the Parish Council covers all running costs. It was AGREED that the Council will meet installation/running costs. Clerk to seek partial funding. King Charles III public house have been approached in writing – no response. Cllr H Taylor to check receipt.

5.4 To receive an update on community Mental Health training available from Breckland District Council. Next Meeting. Cllr L Taylor.

5.6 Parish Online subscription – now active. NOTED.

5.7 Community payback team. It was reported that the works are progressing well and considerable progress has been made. It was AGREED that 16T of chippings be ordered at £24/tonne plus vat. To be ordered under clerk/chair approval. Materials to continue to be provided as necessary including sleepers. Cllr K McLeod to discuss most suitable location for church entrance in Recreation Field car park.

5.8 Quotation for driveway to church/community rooms – onsite meeting due. Noted. Clerk to apply for 50/50 funding when quote received.

5.9 NOTED that TT Jones will shortly be undertaking the annual streetlight inspection.

Cllr H Taylor left the meeting.

6. Planning.

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

6.1.1 3PL/2023/0945/LB – Wolferton House, The Street, Sporle. Replacement tiles and guttering to single storey wings either side of the front of house (part retrospective). Extension requested. No Objection

Cllr J Bevan left the meeting.

6.1.2 3PL/2023/0947/F – Bevan Manor, The Street, Sporle. Construction of 2 x glamping pods, Access and parking to be created. Support with comments to be submitted.

Cllr J Bevan rejoined the meeting.

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

6.2.1 3PN/2023/0013/PNE – 1 Priory Place, Sporle, PE32 2DT. Prior approval for proposal to erect a single storey rear extension. NOTED.

6.3 Neighbourhood Plan.

NOTED that a meeting has been called for December 14th 2023 at 7pm at the Community Centre. Presentation at 7pm by Andrew Darcy, Planning Policy Manager, Breckland District Council followed by a presentation at 8pm by Louise Cornell of Collective Community Planning. Clerk to bring refreshments/mince pies.

7. Finance:

7.1 It was RESOLVED to make payments as at Annex A. PROPOSED Cllr J Bevan, seconded Cllr L Taylor.

7.2 National salary increase NOTED. Clerk salary has increased by £1.00/hour back dated to April 2023. To be applied to December payroll.

7.3 It was RESOLVED to consider the installation of an additional solar streetlight in 2025/26.

7.4 It was RESOLVED not to make a donation towards the church grass cutting for 2024. (£300 donated 2023). Council to meet the costs of the pathway installation. PROPOSED Cllr P Smith, seconded Cllr K McLeod.

7.5 NOTED that the Streetlight Maintenance contract expires in June 2024.

7.6 In acknowledgement of those who charge the SAM2 batteries on behalf of the Parish Council throughout the year the Clerk was instructed to purchase a token gift.

7.7 NOTED the TTSR Quote of £802.50 for 2024 - three year quote requested. It was PROPOSED Cllr Bevan and seconded Cllr Cousins that TTSR be asked to undertake 2024.

7.8 It was RESOLVED to agree a donation to Age UK of £50.00 – to be added to payments. PROPOSED Cllr H Dye, seconded Cllr M Cousins.

7.9 The accounts are in the process of being moved across to Scribe software. NOTED.

7.10 Bank Reconciliation and budget to date not available due to accounts transition – to be brought to next meeting.

7.11 Review of budget for 2024/25 and agreement of precept. January meeting.

8. Policies.

8.1 Employment Policies to be reviewed. Next meeting

8.2 The biodiversity plan was AGREED as presented.

9. Administrative Matters:

9.1 SAM2 – Castle Acre requested quotation for internal battery replacement. It is believed when these are replaced there will be no need for a Bluetooth connection as the unit will once again work appropriately.

9.2 Gardening Club Request – edging of flower bed at village sign. Price to be sought for dark pavers and quotes for installation.

9.3 It was AGREED to present an award for 'best kept garden' during open gardens 2024. Shield to be provided/designed by Cllr P Smith.

9.4 It was AGREED to keep meeting time at 7pm.

10. Highways:

10.1 To consider and agree any 50/50 funding application for village gates. No gate at A47 end of The Street. Bunkers Hill – narrow gates approved by Highways. North end of The Street, narrow gates approved by Highways. Estimated cost £2,500 per set of gates. 30mph extension on the A47 end of The Street being investigated. It was RESOLVED to apply for the installation of both gateways – Cllr H Dye against, all other members for. PROPOSED Cllr Bevan, seconded Cllr McLeod.

10.2 Verge Cutting in village – to receive response from Highways:

'Sporle has been cut twice on the Rural cut, 1st cut was a full cut and the 2nd cut was a hybrid cut which was A roads and Junction visibility splays only. Regarding the urban cut we did x4 cuts this year in Sporle. Both rural and urban in Sporle has been cut as requested and by 2 of our top cutting contractors as previous years.' Clerk to request a map and further detail.

10.3 NOTED application of amendment to Definitive Map.

11. Correspondence.

11.1 Breckland Council – emailed consultation over polling station. No response. Current arrangement satisfactory.

12. Date and time of next meetings.

Thursday 14th December 2023 to be a neighbourhood plan meeting.

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.

Community Resilience Plan
Armed Forces Covenant

The meeting closed at 8.59pm.

Payments to be made by Sporle with Palgrave Parish Council - November 2023					
Company	Amount	VAT		Reason	Cheque/DD
R Tyrrell	£30.00		£30.00	Bus Shelter Cleaning - October 2023	cheque no. 3
Parish Online	£72.00	£ 14.40	£86.40	subscription	bacs
T T Jones	£272.19	£ 54.44	£326.63	Maintenance July/Aug/Sept	bacs
TTSR	£162.59	£ 32.59	£195.00	grounds maintenance playground	bacs
Sporle Community Ass.	£18.00		£18.00	Hall Hire - October	bacs
Sarah Hunt	£615.70		£615.70	November Salary	bacs
Sarah Hunt	£6.00		£6.00	land registry refund	bacs
Kalvin McLeod	£25.83	£ 5.17	£31.00	refund post fix and cement	bacs
Sarah Hunt	£41.64	£ 8.34	£49.98	mould paint for pavilion refund	bacs
HMRC	£130.72		£130.72	November Payment	bacs
Norfolk Pension Fund	£220.92		£220.92	November Payment	bacs
Eon	£38.45	£1.92	£40.37	pavilion to 8th November	DD
Vodafone	£6.00		£6.00	Handset contract November	DD
Breckland Council	£75.00		£75.00	Election fee	bacs
Vodafone	£8.26	£1.65	£9.91	airtime contract November	DD
Play Inspection Company	£105.00	£21.00	£126.00	Annual Play Area inspection	bacs
Ravencroft Tree Services	£275.00	£55.00	£330.00	Recreation field tree survey	bacs
Barclays Bank	£1.72		£1.72	charges.	DD
Gardening Club	£50.00		£50.00	Christmas Tree donation	
Age UK	£50.00		£50.00	Donation (item 7.3)	bacs
Total	£2,205.02	£ 194.51	£2,399.53		