



SPORLE WITH PALGRAVE PARISH COUNCIL

Minutes of a **Meeting of the Parish Council** held on Thursday 13th June 2024 held in the Community Centre, Sporle with Palgrave at 7.00pm.

Present: Cllrs M Cousins (Chair), H Dye, P Smith, H Taylor.

Clerk: Mrs S Hunt

1. **Apologies.**

Apologies were RECEIVED and ACCEPTED from Cllr J Bevan, Cllr K McLeod, Cllr L Taylor.

2. **To record declarations of interest and approve any requests for dispensations.**

None.

3. **Minutes.**

The minutes of the Parish Council meeting held on 30th May 2024 were AGREED as a true and correct record and signed by the chair.

4. **Public Form.**

4.1 William Nunn - County Councillor. Not present.

4.2 Peter Wilkinson - District Councillor. Apologies.

4.3 No members of the public present.

4.4 Police matters. NOTED the next SNAP Meeting July 27th at Hilborough.

5 **Updates on previous Matters.**

To receive reports on progress of items not on the agenda from the previous meetings.

5.1 NOTED that the village gates are covered under 50/50 funding grant and S106 payments.

5.2 Update from Councillors on '.gov' email activation. All Councillors with the exception of Cllr P Smith are still to action.

5.3 Barclays Bank Account – CLOSED - NOTED.

5.4 Water leak – noted no response received.

5.5 Installation of bin at playingfield – update. Cllr K McLeod. Next Meeting.

5.6 Eon – New contract agreed as directed by Council.

5.7 Litter Picking equipment available. Risk Assessment to be given out on issue. Councillor P Smith to store within village. Breckland very supportive and prepared to collect rubbish.

6 **Finance and Governance Matters.**

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- 6.1 The payments at Annex A were PROPOSED Cllr H Dye and seconded Cllr M Cousins. Income detailed was NOTED.
- 6.2 Gallagher have been included the Sporle Improvement Fund charity on the Parish Council annual policy.
- 6.3 The meeting received solar and replacement light costs. To be reviewed next meeting when Budget to date is available.

7 Planning.

- 7.1 To consider consultee response to applications received from Breckland District Council prior to the meeting date:
 - 7.1.1 None.
- 7.2 To receive notification of decisions taken by Breckland District Council:
 - 7.2.1 None.
- 7.3 Neighbourhood Plan – next meeting July, June meeting cancelled to give longer for questionnaires to be received.
- 7.4 Clerk attended the Breckland District Council – Local Plan; Preferred Options presentation on the 10th June. NOTED.

8 Correspondence.

- 8.1 None.

9 Village Matters.

- 9.1 Pavers around village sign – to receive quotations. Cllr K McLeod. Next Meeting.
- 9.2 Bus Shelter – ‘perch seats’ – no quotation received from Colmans.
- 9.3 To consider location for installation of second bin held at Community Centre. Next Meeting.

10 Administrative Matters.

- 10.1 NOTED that the clerk is working away 17th to 28th June. Telephone answerphone will redirect to personal phone, emails will be monitored.
- 10.2 The meeting considered a quotation of £130.00 from Sonya Blythe to undertake the internal audit 24/25. It was RESOLVED to use Sonya Blythe again for 2024/25. PROPOSED Cllr P Smith, seconded Cllr H Dye.

11 Highways and Footpaths.

- 11.1 Verge Cutting. To receive notification that the devolved sum would be £881.40. More detail received on areas cut. Still awaiting confirmation of which areas are ‘Urban Cut’. Previously circulated. Next meeting when confirmation received.

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12 Dates of next meetings.

Thursday 11th July at 7pm.

August – no meeting.

Thursday 12th September at 7pm.

13 Matters for next agenda.

To review employment policies.

To confirm the new clerks .gov.uk email

To review Risk Register.

Asset Register. (Grit bins may need removing).

To review Financial Regulations – new issue from NALC

To review Standing Orders.

To review risk assessment schedule.

To review press and media policy.

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ANNEX A – July 2024 meeting.

COMPANY	AMOUNT	VAT	GROSS	DESCRIPTION	METHOD
Amazon	£67.30	£13.51	£80.81	Litter Picking eqt	CARD
Card Charges	£3.00		£3.00	Monthly fee	CARD
Vodafone	£6.00		£6.00	Handset – May	DDR
Vodafone	£8.91	£1.78	£10.69	Airtime – May	DDR
Community Cntr	£18.00		£18.00	Hall Hire – 30/5/24	BACS
Westcotec	£203.00	£40.60	£243.60	Additional Battery & Cables.	BACS
NALC	£70.00		£70.00	Website hosting	BACS
S Hunt	£739.85		£739.85	June salary + homeworking	BACS
HMRC	£53.50		£53.50	June Revenue payment	BACS
Norfolk Pens. Fund	£229.46		£229.46	June Pension Payment	BACS
T T Jones Elect.	£533.90	£106.78	£640.68	Main. Jul/Aug/Sept and foliage cutting	BACS
Eon	£24.69	£1.23	£25.92	Pavilion 9.5 – 8.6.24	DDR

The meeting closed at 7.56pm.

Signed:

Dated:

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