

SPORLE WITH PALGRAVE PARISH COUNCIL



Minutes of the **Meeting of the Parish Council** held on Thursday 17th October 2024
held in the Community Centre, Sporle with Palgrave at 7.00pm.

In attendance: Cllrs Janis BEVAN (Chair), Maggie COUSINS, Helen DYE (part), Calvin MCLEOD, Paul SMITH & Howard TAYLOR (part).

Clerk: Miss L Dawson

Members of the public: 2, including District Cllr P Wilkinson.

1. Apologies for absence

Apologies were accepted for Cllr Louise Taylor.

2. Declarations of interest

None.

3. Minutes

The minutes of the Parish Council meeting held on 12th September 2024 were APPROVED as a true and correct record of the meeting and signed by the Chair.

4. Public Form.

4.1 William Nunn - County Councillor, sent apologies.

4.2 District Councillor Peter Wilkinson reported on the two solar panel farm developments. Local Plan has been suspended. Match funding still open for community projects.

4.3 Members of the public.
No comments.

4.4 Police matters.

4.4.1 There were no police matters brought to the meeting.

4.4.2 It was noted that the Police and Crime Plan 2025/29 Consultation running from 2 September to 1 November 2024 is now open and available here:

<https://www.norfolk-pcc.gov.uk/police-and-crime-plan/police-and-crime-plan-202529-consultation/>

5. Updates on previous Matters

5.1 Councillors on '.gov' email activation, still awaiting IT support for Clerk, H Dye & K Mcleod.

5.2 Installation of bins, it was clarified that there are three bins, one to be placed at the play area, one to be placed near to the bus shelter, cement needs to be purchased.

- 5.3 Village gateways project, the last update stated that highways are expecting works to commence in November 2024.
- 5.4 There is both an online and paper bus service survey, to be published.
- 5.5 The bus shelter perch seats, installation is expected week-commencing 8th November 2024.
- 5.6 The bus stop paint has been removed, overgrown branch dealt with, agreed to leave as brick and not repaint at present, awaiting quotes for roof tiles.

6. Finance and Governance Matters.

- 6.1 The bank reconciliation was RECEIVED.
- 6.2 The payments list as presented was APPROVED, PROPOSED K Macleod, seconded M Cousin. Receipts were NOTED.
- 6.3 The budget expenditure review was RECEIVED.
- 6.4 The current Earmarked and General Reserves RECEIVED.

7. Planning.

- 7.1 Consultee response to applications received from Breckland District Council:
 - 7.1.1 None received.
- 7.2 Notification of decisions taken by Breckland District Council:
 - 7.2.1 None received.
- 7.3 Neighbourhood Plan
 - 7.3.1 The meeting notes, 20th September and 11th October 2024 were received.
 - 7.3.2 It was AGREED to hold the next NDP meeting date 22nd November 2024 at 10:30am.
- 7.4 The consultation response to the Solar Panel development(s) was AGREED. The main concerns stated were the lithium-ion batteries, the use of grades 2 and 3 agricultural land, landscape and visual impact on the village and surrounding area, traffic during construction phase, the impact of the size and number of solar panel developments within the area. These will be included in consultation responses from the Parish Council.

8. Village Matters.

- 8.1 It was AGREED to contact Anglian Water to request the chase the resident who's septic tank is causing the leak on The Street.
- 8.2 The highways boundaries request along The Street has not yet been received, no further action at present.
- 8.3 The Community Payback projects that have been completed include:
 - Replacement of all broken planks and posts along The Street,Projects to be completed were AGREED:
 - the path around the village sign with block pavers, the team to check if there is a capable person available to assist, Clerk to purchase materials when required.
 - To fit the two bins, purchase 2 x bags of postcrete.
 - To continue to strim the stream when equipment is available.
 - To remove the noticeboard at the junction opposite the playing field
 - To paint the noticeboard outside the shop
 - To dig a hole for a new tree for the garden club
 - To paint the bench outside the community centre next to the bus stop, Clerk purchase wood paint & black hammerite paint.
 - To remove the slide.

8.4 Playground maintenance, no further actions.

9. Administrative Matters.

9.1 It was AGREED to present two policies per meeting for approval.

9.2 It was APPROVED to bind the 2018 to 2023 minutes into a book with Pear Tree Binding. Approx. £45 per book, and drop 2018 to 2020 to the archive centre.

10. Highways and Footpaths.

10.1 Verge Cutting – Devolved Sum of £881.40. No update on ‘urban cut’.

10.2 Highways 50/50 funding for 2025/26 year. Next meeting.

11. Dates of next meetings.

Thursday 14th November 2024 at 7pm.

Thursday 12th December 2024 at 7pm.

Thursday 9th January 2025 at 7pm.

Thursday 13th February 2025 at 7pm.

12. Matters for next agenda.

To review employment policies

To review Risk Register

To review asset register (grit bins may need removing)

To review Financial Regulations

To review Standing Orders

To review risk assessment schedule

To review press and media policy

To consider any further work on the fencing in the village

It was APPROVED Under Section 1 of the Public Bodies (Admission to Meetings) Act 1960, that the Council will exclude the press and public for the remaining items of the agenda, by reason of the confidential nature of the business. PROPOSED Cllr J Bevan, seconded Cllr P Smith.

13. Staffing Matters

13.1 It was APPROVED to extend the temporary clerk’s contract, until further notice.

Item 6.1

A	Bank Reconciliation at 31/05/2024		
	Cash in Hand 01/04/2024		9,994.26
	ADD Receipts 01/04/2024 - 31/05/2024		23,605.13
	SUBTRACT Payments 01/04/2024 - 31/05/2024		33,599.39
			4,807.09
	Cash in Hand 31/05/2024 (per Cash Book)		28,792.30
B	Cash in hand per Bank Statements		
	Petty Cash 11/01/2024	0.00	
	Barclays Bank - 50823244 31/05/2024	0.00	
	unity bank - 20476258 31/05/2024	9,642.05	
	unity bank - 20483652 21/05/2024	19,150.25	
	Lloyds card 11/07/2024	0.00	
			28,792.30
	Less unrepresented payments		
			28,792.30
	Plus unrepresented receipts		
	Adjusted Bank Balance		28,792.30
	A = B Checks out OK		

Signed:

Dated: