

SPORLE WITH PALGRAVE PARISH COUNCIL



Minutes of the Meeting of the Parish Council

held on Thursday 13th February 2025 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, Louise TAYLOR.

Members of the public: 1

Clerk: Miss L Dawson

1. Apologies for absence.

Apologies were accepted for Cllr H Taylor.

2. Declarations of interest and approve any requests for dispensations.

None.

3. Minutes.

The minutes of the Parish Council meeting held on 9th January 2025 were AGREED as a true and correct record of the meeting and signed by the Chair, PROPOSED Cllr K Mcleod, seconded Cllr L Taylor.

4. Public Form.

- 4.1 William Nunn - County Councillor, apologies sent, noted that there is still some budget available and to contact with any projects.
- 4.2 Peter Wilkinson - District Councillor, budget has been set at Breckland District Council, a re-structure of the Local Authority structure should be implemented in 2026, car parking charges have been suspended, community@breckland.gov.uk grant for VE Day.
- 4.3 Members of the public, none.
- 4.4 Police matters, none.

5. Updates on previous Matters.

Reports on progress of items not elsewhere the agenda from the previous meetings and consider any further actions.

- 5.1 Installation of bins, Bunkers Hill bin street furniture request sent to Highways and approved, scheduled to be emptied FOC. The bin emptying at the recreation ground will cost £251.77 per annum, pro-rata until April 2025 then the price will be reviewed by Breckland Council, emptying scheduled.
- 5.2 The water leak on The Street, awaiting response from Breckland.
- 5.3 It was noted that the SAM2 has been repaired, Clerk to do next download with the volunteer to ensure it is working effectively, one of the four batteries is missing.
- 5.4 The timber has been ordered and will be installed by community payback group in due course.

6. Finance and Governance Matters.

- 6.1 The bank reconciliation was RECEIVED.
- 6.2 The payments at Annex A were APPROVED, PROPOSED Cllr L Taylor, seconded Cllr and note income.
- 6.3 To review budget to date 2024/2025, circulated.

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.

8. Village Matters.

- 8.1 The quote for £80 + VAT for the purchase of an entrance and 2 x playground signs for the Sporle playing field charity was APPROVED.
- 8.2 Maintenance of the stream, chased Breckland 04/02/2025 for further information on who is responsible.
- 8.3 Community Payback projects update was received, thanks was given to the volunteer who took away the waste from the recreation ground.
 - 8.3.1 Footpath installation, meeting scheduled with Payback team 20/2/25.
 - 8.3.2 Noticeboard updates, felt delivered, waiting on better weather.
 - 8.3.3 Re-painting the recreation ground barrier, in progress, waiting on better weather.
- 8.4 The TTSR grounds maintenance services quote for 2025, was received it was AGREED for updated quote including the larger playing field and edges, to be circulated once received and approved via email.

9. Administrative Matters.

- 9.1 A SAM2 update was RECEIVED.
 - 9.1.1 It was AGREED to donate £50.00 to the SAM2 volunteer to contribute to electricity costs for charging the batteries.
- 9.2 Items for the next Village magazine, to include a useful phone numbers and contacts list, including who to contact if there is flooding or drainage issues.
- 9.3 The Risk Register was reviewed and APPROVED.

10. Highways and Footpaths.

- 10.1 It was noted that no reports have been received.
- 10.2 It was noted that there have been nationwide issues with flooding, Anglian Water have attended the village a number of times to resolve issues, Councillors have been pro-active in monitoring works and communicating to Anglian Water any issues.

11. Dates of next meetings.

Parish Council meetings - Thursday 13th March 2025 at 7pm & Thursday 10th April 2025 at 7pm at the Community Centre.

Neighbourhood Development Plan Meeting & Drop-In– Friday 14th March 10:30am, at the Community centre.

Neighbourhood Plan Drop-In for Call for Sites Survey – Wednesday 19th March 2025 7pm at the King Charles 3rd Pub.

12. Matters for next agenda.

To be communicated to clerk.

Item 6.1 Bank Reconciliation

A	Bank Reconciliation at 31/01/2025		
	Cash in Hand 01/04/2024		9,994.26
	ADD Receipts 01/04/2024 - 31/01/2025		56,751.57
	SUBTRACT Payments 01/04/2024 - 31/01/2025		66,745.83
	Cash in Hand 31/01/2025 (per Cash Book)		30,989.88
B	Cash in hand per Bank Statements		
	Petty Cash 31/01/2025	0.00	
	Barclays Bank - 50823244 31/01/2025	0.00	
	unity bank - 20476258 31/01/2025	18,690.47	
	unity bank - 20483652 31/01/2025	14,473.70	
	Lloyds card 31/01/2025	0.00	
			33,164.17
	Less unrepresented payments		2,799.87
			30,364.30
	Plus unrepresented receipts		625.58
B	Adjusted Bank Balance		30,989.88
A = B Checks out OK			

Item 6.2 Annex A

Sporle with Palgrave Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Code	Date	Description	Supplier	VAT Type	Net	Vat	Gross
bank charges	02/01/2025	Lloyds bank charges 2/1/25 statement	bank charges	lloyds bank	X	3.00	3.00
Meeting Expenses/hall hire	06/01/2025	Hall Hire 12/12/2024	hall hire	community centre	X	20.00	20.00
phone/i.t. costs	09/01/2025	Vodafone handset 9/01/25	Mobile handset	vodafone	X	6.00	6.00
phone/i.t. costs	09/01/2025	Mobile airtime 9/1/25	mobile airtime contract	vodafone	S	8.91	1.78
electricity	13/01/2025	Pavilion electric 9.12.24 - 8.1.25	pavilion electricity	eon next	L	25.17	1.26
benches	20/01/2025	Amazon bolts for bench	benches	Kiwik Buy Ltd.	S	6.24	1.25
play area expenditure	20/01/2025	playground cable ties amazon	playground equipment	GOCABLETIES LIMITED	S	4.99	1.00
streetlights - electricity	21/01/2025	streetlight electric 15/10/24 - 31/12/24	streetlight electricity	SSE Southern Electric	S	87.44	17.49
streetlights - electricity	21/01/2025	streetlight electric 15/10/24 - 31/12/24	streetlight electricity	SSE Southern Electric	L	981.18	49.06
noticeboards	29/01/2025	amazon noticeboard felt	village maintenance	Amazon EU S.e.r.l., UK Branch	S	19.31	3.86
bank charges	31/01/2025	Unity bank charge dd 28/2/2025	bank charges	unity bank	X	6.00	6.00
Meeting Expenses/hall hire	05/02/2025	INV2501 Hire on 15/1/25	hall hire	Methodist church	X	20.00	20.00
Grant - Groundwork UK	05/02/2025	NDP display boards	Neighbourhood Plan Expense	viking direct	S	198.90	39.78
phone/i.t. costs	06/02/2025	Mobile handset 6/2/25	Mobile handset	vodafone	X	6.00	6.00
phone/i.t. costs	09/02/2025	Mobile airtime dd 9/2/25	mobile airtime contract	vodafone	S	8.91	1.78
Total					1,402.05	117.26	1,519.31

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