



# Barsham Parish Council

## Meeting Minutes

Monday 17 July 2023, 7.30pm

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Parish Councillors present: Andrew Ross (Chairman), Stuart Laws (Vice Chairman), Grace Howlett, Tom FitzPatrick (District Councillor) until item 6. Also in attendance: Jodie Bond (Parish Clerk). There were no members of the public present.

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**1. To welcome and receive apologies for absence**

The Chairman opened the meeting and welcomed those present.

Apologies were received from Frank Chapman, James Goodley and Michael Dalby (County Councillor). Apologies accepted.

**2. To receive declarations of interest in items on the agenda and consider any requests for dispensations**

There were none.

**3. To approve the minutes of meeting held on 15 May 2023**

The minutes were approved without amendment and signed by the Chairman as a correct record.

**4. To report progress on items not on the agenda from the last meeting**

There were none.

**5. To receive reports from NCC & NNDC Councillors, if in attendance**

NNDC Cllr Tom FitzPatrick

Cllr FitzPatrick reported on matters including the armed forces pledge, local housing an affordable homes, tree and hedgerow planting scheme, hospitality and small business support hub to help start-ups and existing small businesses.

Cllr Fitzpatrick attended a meeting with Walsingham PC regarding the annual travellers meeting at the Slipper Chapel where he reminded members present that the Slipper Chapel is in Houghton St Giles and as a courtesy invitation to these meetings and information received should be shared with us going forward. Following discussion all agreed that the Clerk should also contact Walsingham PC to mirror this request.

**6. Open forum for Public Participation: an opportunity to hear from members of the public**

There were none.

**7. Open spaces**

**7.1 Receive update on new SAM2**

Cllr Ross explained that following his conversation with the residents of the Manor House it was suggested that a follow up email may be a good idea to confirm whether or not they may be in a position to make a contribution. We are also expecting a £1000 donation from the Village Hall Committee. Thanks given.

7.2 Receive update on the new defibrillator

There has been no further update regarding the pledge that Cllr Goodley mentioned at the last meeting. £250 has been received from the East Barsham PCC, and £1000 received from Tesco Groundworks. Once the outstanding funding has been confirmed the Clerk will purchase the defibrillator. It was suggested that the defibrillator is installed on the Village Hall.

7.3 Consider new play equipment and agree necessary work required in the play area.

Following discussion Cllr Ross agreed to cut back the overgrowth around the entrance gate. The other items raised will be considered further.

**8. Planning Matters**

8.1 To receive results of applications

There were none.

8.2 To receive and consider new applications

There were none.

**9. Financial Matters**

9.1 To approve the bank reconciliation and payment of accounts list

The Council RESOLVED to approve the bank reconciliation and the payments list (below)

Payments

Clerk	Salary (Jun-Jul)	£268.90
HMRC	PAYE	£2.60
Hempton PC	Clerk Expenses	£17.07
Barry & Shaun	Grass Cutting (May & June)	£144.00
NPTS	Internal Audit	£30.00

Receipts

Barclays	Interest on reserves	£4.26
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**10. To receive and consider Correspondence**

Email from member of the public regarding the play area – As mentioned under item 7.3 Cllr Ross will tidy around the entrance gate. Clerk will reply and explain that the PC have restricted funds and are raising money for the new defibrillator and SAM2 at present but will take on board their suggestion for new equipment.

**11. To review and approve the GDPR Policy, Code of Conduct and Standing Orders**

Following review, the Council RESOLVED to approve the Data Protection Policy, Code of Conduct and Standing Orders presented by the Clerk.

**12. Receive items for next agenda and note the date of the next meeting**

The next Parish Council meeting will be held on Monday 18 September 2023.

The Chairman thanked everyone for attending and closed the meeting at 8.22pm.

Signed by Chairman: ..... Date: .....