



# Barsham Parish Council

## Meeting Minutes

Monday 20 March 2023, 7.30pm

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Parish Councillors present: Andrew Ross (Chairman), Grace Howlett, James Goodley, Tom FitzPatrick (District Councillor).

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 Laurence Elliott, Stuart Laws, Frank Chapman, Robert Fletcher 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 16 January 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**

[NCC Cllr Michael Dalby](#)

The County Council report can be found on our website [www.barshampc.info](http://www.barshampc.info).

[NNDC Cllr Tom FitzPatrick](#)

The District Council report can be found on our website [www.barshampc.info](http://www.barshampc.info).

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

There were none.

**7. Open spaces**

**7.1 SAM2**

There was no data received from Walsingham Parish Council.

It was agreed that purchasing our own SAM2 would be of benefit to the community. Cllr Howlett suggested submitting a grant application to Tesco Bags of Help for the SAM2 alongside an application to NCC PPS for 50% price match funding. All AGREED this was a good idea. Clerk to action. Cllr Goodley also suggested a fund-raising coffee morning and raffle and it was suggested that we ask East Barsham Manor to host the event. Cllr Ross will liaise with the Manor and try to arrange this for some time in June. Cllr Goodley agreed to attempt to contact some local volunteers to help manage the SAM2.

DRAFT until agreed at next meeting

7.2 Receive defibrillator update

Members of the Village Hall Committee kindly agreed to donate £1000 towards the defibrillator, Cllr Goodley wished to donate up to £250 and as Church Warden for East Barsham Church Cllr Goodley also agreed in principle to the PCC donating £250. Thanks were given. Cllr HowelItt proposed that the defibrillator is installed in the porch of the East Barsham church as it is easily accessible. All AGREED.

**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 annual subscriptions and direct debits

Following discussion, the Council Approved the direct debit for the ICO (Information Commissioners Office), however it was agreed to consider the annual subscription to NALC and NPTS once both renewal fees have been received.

9.2 To approve the bank reconciliation and payment of accounts list

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

Clerk	Salary (Feb-Mar)	£271.50
Hempton PC	Clerks Expenses	£19.19
Walsingham PC	Newsletter Contribution	£57.57
Samantha Jackson	Payroll Fee	£55.00

9.3 To approve the asset register for YE 31 March 2023

Following discussion, the Council agreed the amended valuation estimates of the play equipment, adult gym equipment, bus shelter and benches and RESOLVED to approve the asset register.

**10. To receive and consider Correspondence**

Promotional literature from Zurich– Made available to Councillors

**11. To review and approve the Risk Management Policy and Financial Regulations**

Following review, the Council RESOLVED to approve the Risk Management Policy and Financial Regulations 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 15 May 2023.

The Chairman thanked everyone for attending and closed the meeting at 8.47pm.

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