

THE MINUTES OF THE BANHAM PARISH COUNCIL HELD AT THE BANHAM COMMUNITY CENTRE, THURSDAY 5th June 2025 AT 7:30PM

Present: Mr Jeff Burrell, Dr Jo Dalton, Mrs Pam Spicer, Mr Rob Plom and Mrs Valerie Plummer

<u>Item:</u>	<u>Details:</u>
1.	<u>Welcome:</u> The Chairman welcomed members of the Parish Council and the public.
2.	<u>Apologies for Absence:</u> There was an apology of absence from Mr Keith Drewrey & Mr Brendan Sparks
3.	<u>Declarations of Interest:</u> There were no declarations of interest.

PUBLIC SESSION

Meeting adjourned to receive comments from the Public

There was one member of the Public in attendance who queried whether there would be available funding from the Parish Council for an outside gym at the Community Centre. The Parish Council were advised that the equipment would cost in the region of £25,000.00, but it was acknowledged that the Parish Council do not have the means to fund this. The Parish Council proposed that funding is sought from dedicated funding groups and the Clerk agreed that she would contact Stephen Askew to see if he could recommend any groups whereby assistance could be sought. The Parish Council did advise they may be able to assist with the insurance for the gym but suggested initially that further enquiries are made by the BCCA and that they revert to us in the future when all enquiries have been made and finalised.

MEETING RECONVENED

Item:	Details:	Actions:
4.	<u>Previous Minutes:</u> Previous Minutes of the 15 th May 2025 meeting were approved, and signed by the Chairman.	Chairman Parish Clerk
5.	<u>Accounts:</u> Mrs Valerie Plummer presented the accounts for 2024/2025 and gave her report: The Annual Accounts and AGAR forms were reviewed, and agreed by all present Parish Council members. The Internal Audit of the accounts was completed satisfactorily, and the accounts will now be sent to the external auditors for completion and agreement.	Parish Clerk

Signed: Dated: 3rd July 2025

	Mrs Plummer confirmed that the accounts along with the relevant forms should be filed on the website, and also on the notice board. The forms would also need to be sent on to the External Auditors once these were signed. The Clerk will deal with this. Mrs Plummer recommended that some of the funds should be moved from the Current Account to the Savings Account. It was agreed between the Council members that arrangements would be made to visit a branch/pop up to deal with this. It was acknowledged that there has been a reduction in the amount paid by Breckland for recycling due to black bins and we should encourage more recycling of glass at the BCCA to support village projects. In respect of un presented cheques, Mrs Plummer proposed these be written off. This was seconded by Mr Jeff Burrell and agreed by all Parish Council members. The Parish Council will look to ring fence the funds for donations/grant requests in the future. Finally it was proposed by the RFO that the petty cash be banked as this is no longer utilised. Arrangements will be made to deal with this. This was seconded by Dr Jo Dalton and approved by all Parish Council members.	
6.	<u>Allotments:</u> The Parish Council reviewed the proposed letter to plot holders in respect of giving notice to vacate the allotments following a failure to maintain the plots. A slight amendment was made and the letter will now be sent to the plot holders.	Parish Clerk
7.	<u>Banham Community Hub:</u> Mrs Spicer advised the Bake Sale on the green went well and they raised £177.50. The Hub are still waiting to hear from Sports England in respect of funding for the wellbeing classes, but hopefully there will be news on this shortly. This week they celebrated 'Volunteer Awareness Week', and next week is 'Loneliness Awareness Week' whereby the members will come together and make a Banham Village Hub tablecloth. The tablecloth will be signed and marked with quotes from the members and this will be featured by Breckland Council. Contact has been made with Reverend Sarah with intention for VJ Day to create a Dove of Peace with the children of the school and members/villagers to decorate this. This will be blessed on the 31st August 25. There will fundraising bingo on the 26th September. Finally there will a Community 'Christmas Tree' at the church where everyone can come together and make 9 inch squares to be placed onto the Christmas Tree frame. After the squares will be removed to make blankets for the N&N end of life care unit.	Parish Clerk
8.	<u>Parish Council Policy for Grant & Donation Requests:</u> The Clerk produced a proposed draft policy and funding requests. After reviewing the document, it was concluded that we needed something much simpler and as such, the Parish Council will discuss this further to produce a document for guidance. This will be reviewed again at the next meeting.	Parish Clerk
9.	<u>Grove Road Speed Review:</u> The Clerk confirmed that she had sought advice from the Grove Road resident who had raised the Grove Road speed concerns, and she had confirmed she felt the road markings of "Slow" would be most suitable to assist with speed calming measures. The Parish Council reviewed this and the costs of £300-£400.	Parish Clerk

Signed: Dated: 3rd July 2025

	The Parish Council felt that road markings would be most suitable, and the Chairman proposed this to be undertaken with the signage to be placed at the end of the 60mph zone and before the 30mph zone. This was seconded by Dr Jo Dalton and agreed by all Parish Council members. The Clerk will contact Highways as required.	
10.	<u>Planning Applications:</u> Ref: PL/2025/0643/PAQ – Haugh Farm, Haugh Road, Banham The Parish Council reviewed the application and documents in place, and confirmed no objection. <u>(The Clerk was asked to leave the meeting whilst discussions took place in respect of the following applications due to her relationship with the home owners)</u> PL/2025/0569/HOU & PL/2025/0570/LB – 7 Grammar School Yard, Banham The Parish Council reviewed the application and advised that they felt the proposal would result in a u-shaped court yard being formed. The concern with this is that this would limit daylight to the neighbouring properties, in particular to the direct neighbour due to the rear of the property being obstructed by large historic trees. There are concerns that this could have an impact on the residents quality of life, and could also de-value the properties and as such there was a unanimous decision that the application should be objected to.	Parish Clerk
11/12.	<u>Accounts:</u> The Chairman proposed the approval of items for payment. There was unanimous agreement from the Parish Council for the following: £ 48.00 – Street Lighting – K&M Lighting £ 50.00 – Storage of PC items – Mr R Bensley £ 72.00 – Hall Rental – Banham Community Hub £ 16.31 – Ni Contribution – Michelle Jones £ 90.00 – Year end professional accountant fees – Crispin de Boos £ 54.96 – Lawnmower Repairs – Cranworth Farm Services	Parish Clerk
13.	<u>Banham Newsletter:</u> The Parish Council approved adding encouragement for villagers to take their glass to the BCCA for recycling, Grove Road speed review and the Community Hub.	Parish Clerk
17.	<u>Chairman's other business:</u> The Chairman acknowledged that we hadn't paid the £40.00 electricity costs to the Church for the Christmas Tree and as such, the Chairman asked that payment be raised immediately for this. The date for erection of the Christmas Tree was the first weekend in December, this was confirmed as the 6th December 25.	Parish Clerk
18.	<u>Next Meeting:</u> <u>Thursday 3rd July 2025 at 7:30pm</u> <u>The Small Hall, Banham Community Centre</u>	

Signed: Dated: 3rd July 2025