



Barsham Parish Council

Meeting Minutes

Monday 21 July 2025

Parish Councillors present: Andrew Ross (Chairman), Margaret Hulme (Vice Chair) & Frank Chapman. Also in attendance: Jodie Bond (Parish Clerk). There were no members of the public present.

1. Welcome and receive apologies for absence

The Chairman opened the meeting and welcomed those present. Apologies received from Grace Howlett & Jimmy Goodley & Frank Chapman. 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 19 May

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

The National Lottery grant application for the proposed new play area equipment is almost completed and will be finalised before 8th August.

5. NCC & NNDC Councillors, if in attendance

Not present.

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

There were none.

7. Open spaces

7.1 Update on village gateways/SAM2

Clerk shared the response from the Highways Inspector, that a SAM2 could potentially be sited on private land, however this would not be supported by the Highways department, nor do SAM2s work with vehicles travelling greater than 40mph. Councillors agreed this would not be viable option after all. The good news is that the proposed village gateways are in hand with members of the Highways team and will be funded by Cllr Dalby's Local Members Fund and the Parish Partnership Scheme. Further update to follow. Further funding will be applied for if required next year for Village Gateways in Houghton St Giles.

7.2 Update following allotment site survey.

Cllrs Ross and Hulme visited the allotment site and assessed the plots. Most of the allotments aren't being used for growing anything and if that's the case they need to be kept tidier. We will send a reminder to this effect with the rent demand in September. Anyone wishing to give their plot up should notify the Parish Council to make way for anyone on the waiting list.

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 July	£168.79
Barry & Shaun	Grass Cutting	£154.00
ROSPA	Play Safety Inspection	£96.00
NNDC	Bin Emptying	£48.36
Raynham PC	Clerk Expenses	£30.80

Receipts

Barclays	Interest	£6.96
----------	----------	-------

10. To receive and consider Correspondence

Barclays interest reduction letter – circulated to Councillors.

11. To acknowledge the Clerk's resignation

The Chairman has received the Clerk's letter of resignation, which was accepted. Adverts for a new Clerk and RFO will be published with NALC, NPTS, on the PC website, Social Media and on the noticeboard and local newsletter if possible.

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

The next meeting will be held on Monday 15 September. The Chairman thanked everyone for attending and closed the meeting at 7.52pm.

Signed by Chairman: Date: