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|  | **SPROUGHTON PARISH COUNCIL**  Minutes of The Sproughton Parish Council Meeting, held onWednesday 13th August 2025 at 7:30pm in the Barley Room, Tithe Barn, Lower Street  **ATENDEES: Cllr King, Maxwell, Curl, Pateman-Gee & Jermyn**  **AGENDA:**   1. **OPENING INCLUDING PUBLIC FORUM**    1. No public were present 2. **APOLOGIES AND TO CONSIDER APPROVAL OF ABSCENCES**    1. Cllr Powell, Davies & Barber provided apologies. All Cllrs approved their absences. Kirsty Webber Clerk provided apologies, a recording will be sent for minutes to be written. 3. **COUNCILLORS DECLARATIONS OF INTEREST RELEVANT TO ANY ITEM ON THE AGENDA**    1. All councillors declared an interest in the following planning developments: - Chantry Vale, Pigeon, Hopkins Homes & Sproughton Enterprise Park. 4. **TO CONSIDER APPLICATIONS FOR DISPENSATIONS OF INTEREST**    1. None Received 5. **MINUTES**    1. Councillors to consider and approve the minutes of the parish Council meeting held on 9th July 2025   5.1.1 These are an accurate record of the meeting. Cllr Pateman-Gee proposed, Cllr Jermyn seconded all Cllrs agreed to the Council minutes of the 9th of July 2025.   * 1. Review of actions from previous minutes   5.2.1 To be confirmed.   1. **COUNTY/DISTRICT COUNCILLOR REPORTS**   6.1 No councillors were present.   1. **ACTIONS & PROJECTS** 2. **FINANCE**    1. Monthly Payments – Councillors to consider approval of monthly payments.   8.1.1 Cllr Curl proposed to approve the monthly payments, Cllr Maxwell seconded, all Cllrs agreed. Cllr Pateman-Gee abstained for discussion and voting.   * 1. Bank Reconciliation - Councillors to consider approval of monthly bank reconciliation.   8.2.1 Cllr Jermyn to approve the Bank Reconciliations, Cllr Pateman-Gee seconded all Cllrs agreed.   * 1. Playing Field- To Consider and approve for payment to be made from the playing field account to the SPC for all bills paid whilst the accounts of the playing field were frozen due to SPC getting sole trustee ship. Funds to be released is £5410.95   8.3.1 Following the dissolution of the Playing Field Management Committee, Sproughton Parish Council (SPC) assumed responsibility for the operation and oversight of the playing fields. To ensure continuity and minimise disruption to users and affiliated groups, SPC has temporarily covered costs incurred by the Playing Fields (PF) from its own funds.  As of 31st July 2025, the total value of invoices paid by SPC on behalf of the PF stands at £5,410.95.  Now that access to the PF bank accounts has been secured, it is formally agreed that reimbursement of these funds to SPC shall be made from the PF account. All Cllrs agreed.   * 1. Playing Field- To discuss and agree arrangements for the formal management of the playing field, and to appoint delegated authority to authorise expenditure where appropriate   8.4.1 Cllrs discussed the above and It was agreed that powers would be delegated to the subcommittee to enable them to manage the day-to-day running of the playing fields, including the authority to pay invoices. To report back to the SPC 1-2 times a year. Cllr Maxwell (Playing Field Chairman) advised she would circulate a monthly report to Cllrs.   * 1. Allotments- Councillors to consider increase in allotment fees   8.5.1 Cllrs discussed increasing the allotment fees due to running at a loss the last 2 years. It was agreed for notification to be sent to plot holders to advise of an increase from Oct 26. Cost of rods from 26/27 will increase to £4.50 per rod and to offer a concession for Sproughton resident senior citizen £2.50 per rod. Cllr Jermyn proposed, Cllr Pateman-Gee seconded all Cllrs agreed.   * 1. New LGA pay scales These have now been issued for local government employees, mandatory increases are to be backdated to April 2025-Councillors to agree for clerk to contact SALC   8.6.1 This is a mandatory pay increase. Cllr Jermyn proposed for clerk to contact SALC to implement increase, Cllr Pateman-Gee seconded all Cllrs agreed.   1. **REPORTS FROM COMMITTEES AND RELEVANT GROUPS**    1. Tithe Barn- Update   9.1.1 **Tithe Barn Update**  An insurance risk surveyor came to ensure we are complying with the insurance. There were 3 items that need to be implemented by the 22nd September 2025.   * **Fire Risk Assessment** needs to be put in place. (I currently have this being carried this out and I will add it the next agenda for agreement. * **CCTV** We have purchased these and just need to be installed. * **Designated Smoking Area** They would like this to be in the grass carpark. I have purchased a sign to display.   Cllrs discussed the heating upgrade, and it was agreed to install an updated version of the current system. Kirsty to obtain 3 quotes. Cllr Jermyn proposed, Cllr Pateman-Gee seconded all Cllrs agreed,   * 1. Tithe Barn- To agree delegated powers to the warden   9.2.1 Cllr Curl proposed to authorise delegated powers to the barn warden in case of emergency. Cllr Jermyn seconded all Cllrs agreed.   * 1. Playing Fields- Update   9.3.1 Cllr Maxwell circulated a report prior to the meeting.   * 1. Oak Pit – Memorial Bench   9.4.1 Cllr King updated Cllrs that a resident has now purchased a bench. (as agreed at the meeting held on the 9th July 25) Kirsty to arrange to meet resident to agree a suitable place for it to be installed.   1. **TO AGREE TIME, DATE AND PLACE OF NEXT PARISH COUNCIL MEETING**    1. Wednesday 10th September 2025 at 7:30pm in the Barley Room, Lower Street, Sproughton 2. **ITEMS FOR NEXT MEETING**    1. Standard agenda any other items to be forwarded to clerk. 3. **AOB (FOR INFORMATION ONLY)**    1. Cllr Pateman-Gee updated Cllrs following the meeting held on Monday regarding devolution was very informative. 4. **CLOSE OF MEETING**    1. Meeting closed at 20:20pm   Jenni King  Jenni King, Chairman, Sproughton Parish Council |  |