

## **BRININGHAM PARISH COUNCIL**

### **Minutes of the Parish Council Meeting held on Monday 1<sup>st</sup> December 2025, at Briningham Village Hall.**

**Present:** Cllrs, Helena Gregory (Chair) (HG), Hugh Crossley (HC), Tracey Gardner (TG), Chris Rix (CR), Jackie Rix (JR), Parish Clerk – Kerry. Harris (KH),

NNDC Cllr Andrew Brown (AB), 1 member of the public

#### **25/49 Welcome and to consider apologies and reasons for absence.**

HG welcomed everyone to the meeting.

There were no apologies.

#### **25/50 To receive declarations of Interest and request for dispensations for any agenda item**

There were none.

#### **25/51 To approve Minutes of the Parish Council Meeting held on 1<sup>st</sup> September 2025.**

These were Approved by All on a Proposal by JR and seconded by CR and were signed by HG.

#### **25/52 Matters arising in the Minutes (for information only), not included on the agenda.**

There were none.

#### **25/53 Open forum for Public Participation.**

(i) Questions and Comments from residents and members of the public.

A resident informed the meeting that he had no issues with the planning application on land near to his property

(ii) To receive reports from NCC Cllr Aquarone and NNDC Cllr Brown

AB had sent a written report which addressed local government reform – all submissions are with central Government and a decision is expected in the Spring; Mayoral elections in 2026; overdue County Council elections; Crime Commissioner briefing; new voting registration rules – anyone who registered to vote before October 2023 will need to re-register due to new government electoral rules; new supermarkets in Holt; Housing supply numbers; the new Local Plan will be taken to Full Council for adoption in December.

#### **25/54 Financial and Governance Matters**

(i) To Approve the cashbook, Receipts and Payments since the last meeting.

The Balance in the Current Account is £5,826.65. The Balance in the Business Premium Account is £10,346.47. The Balance in the NS&I Account is £6,541.61.

Receipts since the last meeting – second half of precept £1,180.00, Allotment Rents £1,622

Payments to be Approved: Clerk's Salary July - September £393.38; Tax on salary £99.60; Parish Online (website) £258.00; Clerk's salary October – December £456.37; Tax on salary £114.37

This was Approved by All on a Proposal by TG and Seconded by JR.

(ii) To Approve the Budget and Precept for the 2026 – 27 Financial Year

Cllrs had received the proposed budget papers. These were discussed and Cllrs agreed with the recommendation from the Clerk to keep the Precept at the same amount as for the 2025 – 26 Financial Year. The budget and a Precept of £2,360 was Approved on a Proposal by CR and Seconded by JR.

(iii) To Approve the following Policies:

Internal Control and to Appoint an Internal Control Cllr – there were no questions. JC volunteered to be the Internal Control Cllr

Data Protection – there were no questions.

The two policies were Approved by All on a Proposal by HG and Seconded by CR.

- (iv) To Approve £7.20 as a contribution towards Training costs for the Clerk (Online Course by NPTS - Assertion 10: Digital and Data compliance. Total cost.- £36 + VAT. NPTS now add VAT to their invoices so the cost will be paid by Thursford PC and 20% of net cost reclaimed from each of the other Councils the Clerk works with)

This was Approved by All on a Proposal by HC and Seconded by TG.

#### **25/55 To receive an update on the new website and Clerk's email address**

The new website is complete but requires finessing so will be launched on 1<sup>st</sup> January 2026 when the Clerk will also move to the new email address. There are also email addresses available for all Cllrs. Any Cllr who would like to use their.gov.uk email address should contact the Clerk. KH reminded Cllrs of the risks of using personal email addresses.

#### **25/56 To receive an update on Devolution and the Reorganisation of Local Government**

NNDC Cllr Brown had updated the Council – see 25/53.

#### **25/57 To receive an update on Allotment matters and to Approve any action**

- (i) To consider the application for a tenancy lasting 3 years for the Recreation Field and to Approve the rent for a 3-year tenancy

The previous tenants have given notice on the Recreation Field and after advertising the field within the Parish one applicant has come forward who lives in the neighbouring Parish. She would like to graze and breed a flock of Castlemilk Moorit Sheep on the field. She will repair the fence and add hedging as required but would like to have a minimum tenancy of 3 years. Cllrs discussed that they would have considered increasing the rent next year and a 3-year tenancy is not something they have considered before. On a Proposal by JR and Seconded by TG a 3-Year Tenancy was Approved at a rent of £400 per year – 4 Cllrs voted for the Motion, 1 Cllr voted against. The motion was carried. Cllrs will ensure the lean-to shed is cleared.

- (ii) To receive an update on the installation of an Information Board for the Memorial Field

CR now has a copy of the General Rules and will install the Information Board..

#### **25/58 To receive an update and Approve any Action on Highway matters**

There is no update

#### **25/59 To receive an update on any Planning matters and Approve any action.**

- (i) NP/25/2539 Notification of proposed erection of building for agricultural use – general purpose building - Location: Land Off , Melton Road, Briningham,

This is an additional structure, the same size as the existing structure. Concern was expressed by Cllrs that this may be being built with consideration for a different purpose in the future. AB informed Cllrs that the agricultural structure would be allowed under Permitted Development rules, but any future change of use would require a full planning application.

(ii) PF/25/2526 Formation of vehicular access to Brinton Road, Bramble Cottage, Brinton Road, HG informed the meeting of the concerns noted by NCC Highways – these mirrored the concerns of Cllrs. On a Proposal by TG and Seconded by CR it was Approved by All that the PC would support the Highways report.

#### **25/60 To receive an update on drainage works in the Parish by Anglian Water**

Anglian Water has agreed that there is a problem in Mill Lane but do not have the funding required to take the required action. Residents have contacted the Environment Agency who are currently in communication with Anglian Water and residents are waiting information on the next step.

**25/61 To note any Correspondence**

<p>NNDC Planning training update  NCC Budget consultation  NNDC Local Plan update  Rural Services Network Survey  Fakenham Neighbourhood police meetings  B1110 Road closure</p>	<p>Closure of B1354  NPTS Updates  NNDC Local Gov't Reorganisation  NNDC Affordable Housing update  MP Steff Aquarone November parish update</p>
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**25/61 To set dates for future meetings**

Mondays -2026, 9<sup>th</sup> March, 11<sup>th</sup> May, 20<sup>th</sup> July – Annual Parish Meeting: before the Annual PC meeting on 11<sup>th</sup> May

**25/62 Any other business – for information and future agenda**

HG now had online access to the bank account

CR is concerned about an empty property in the Parish that is now deteriorating.

AB asked him to report it to the Empty Homes Officer at NNDC. AB asked the Clerk to supply the email address to CR.

**25/62 To close the meeting**

There being no further business, the meeting closed at 8.11pm

Signed: .....

Date: .....