

BRININGHAM PARISH COUNCIL

**Minutes of the Parish Council Meeting held on Monday 15th July 2024,
at Briningham Village Hall at 7.00pm.**

This meeting was recorded

Present: Cllrs, Helena Gregory (Chair) (HG), Tracey Gardner (TG), Chris Rix (CR), Parish Clerk – Kerry. Harris (KH) 6 residents

24/37 Welcome and to consider apologies and reasons for absence.

HG welcomed everyone to the meeting and informed All that the meeting was being recorded. Apologies were received from Cllr Crossley (work commitments) and Cllr J Rix (personal reasons given to the Clerk). These were accepted by All. Apologies were also received from NNDC Cllr Andrew Brown and NCC Cllr Aquarone.

24/38 To receive declarations of Interest and request for dispensations for any agenda item

There were none.

24/39 To approve Minutes of the Parish Council Meeting held on 13th May.

These were Approved by all on a Proposal by CR and seconded by TG and were signed by HG.

24/40 Matters arising in the Minutes (for information only), not included on the agenda.

There were none.

24/41 To review the Minutes of the Annual Parish Meeting

There were no comments on the minutes.

24/42 Open forum for Public Participation.

(i) A resident noted concern that the Village Hall was not on the Asset Register. The Chair of the previous Council stated that during her tenure, documents pertaining to the Village Hall had been sent to the Norwich Records Office. An ex-Cllr had photos of the documents and will forward a copy to the Clerk who will investigate.

A resident expressed concern that there was a new gateway onto Parish land at the Village Hall from a resident's property. This was noted

A resident was concerned that residents' cars were being parked on the Village Hall car park and that there was a charge for this in Holt. This was noted.

A resident noted concern about the values for assets on the asset register. The Clerk explained the way that the assets had been valued for the Asset Register.

A resident stated that a petition had been signed by Briningham residents some of whom were now Councillors and sent to NNDC during the tenure of the previous PC. She stated that she has a copy of the letter. This was noted.

A resident stated that she did not agree with a residents' PC email address list. This was noted.

(ii) To receive reports from NCC Cllr Aquarone and NNDC Cllr Brown
No reports had been received.

2 Residents left

24/43 Financial and Governance Matters

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

The Balance in the Current Account is £3,513.31. The Balance in the Business Premium Account is £10,155.23. The Balance in the NS&I Account is £6,446.29.

There are no receipts since the last meeting. Payments to be Approved: Zurich Municipal (Insurance) £196.00; C. Harris (Clerk's Salary, April – June) £390.02; HMRC (Tax on salary) £97.40. This was Approved by All on a Proposal by CR and Seconded by TG.

- (ii) To Consider the monies held as capital funding by the Council and Approve any action

The Clerk is looking into this and it is referred to the next meeting.

- (iii) To consider and Approve the following policies:

Grant Policy – this was last reviewed in 2021. There are no changes. It was Approved by All on a Proposal by HG and Seconded by CR.

Biodiversity Policy – this was reviewed. “Reduced mowing” was removed from the policy and it was Approved by All on a Proposal by HG and Seconded by TG.

Allotment Policy – the three new amendments were read out relating to deposits for new allotments, division of the allotments into smaller plots and a definition of structures. The policy was Approved by All on a Proposal by HG and Seconded by TG.

- (iv) To review the Civility and Respect Project – discussed at the PC Meeting held on 27th March 2023 and Approve any Action.

There was no evidence of the Statement being read out at the PC meeting held on 27th March 2023 (Minute 2023/26) and the Clerk had contacted NALC who had not received a completed Pledge. Financial implications of adopting the Pledge were discussed and it was Agreed not to proceed at this time.

- (v) To Approve Briningham Parish Council becoming a member of the National Allotment Society at a cost of £55 + VAT.

A resident suggested that it would be cheaper to get Affiliate Membership, but this is not available to Councils. Cllrs discussed the benefits to Councils of joining the Society and the amount of land BPC owned and managed as Allotment. It was Approved by All to join the NAS on a Proposal by HG and Seconded by CR.

- (vi) To consider and Approve any action on Training for Councillors

Cllrs considered training tailored to their needs and arranged locally. KH will speak to other local PCs and report back to the next meeting.

24/44 To receive an update on Allotment matters and Approve any Action

HG congratulated the new allotment holders for what they had achieved so far on their allotments.

HG informed the meeting that reinstating the pond had been under consideration, but the Allotment Training Course had raised the issues of Health and Safety as well as other issues, so no progress will be made at this time.

The PC are waiting for a date for the Surveyor's visit. He has offered a reduced cost as he will integrate his visit with other commitments in the area.

- (i) To Review and Approve Allotment Rents for the year starting November 2025

A discussion took place about a small increase in rents as there had been no increase since 2020, but it was Agreed by All not to increase rents for the year beginning November 2025 on a Proposal by HG and Seconded by CR.

- (ii) To Review and Approve General Rules relating to Allotment Tenancy for the Year starting November 2024

HG read out the 2 new Rules which will clarify previous information (No.s 11 on dogs and 14 on padlocks). A resident was concerned and mentioned thefts of equipment if there was no padlock onto his allotment. HG said that tenants could request a shed and padlock this – however access to the allotments when reasonable for the purpose of risk assessment had always been part of the Rules. The Rules were Approved by All on a Proposal by CR and Seconded by TG.

24/45 To receive an update and Approve any action on Highways matters

A discussion took place about spending PC monies on an exercise on speeding through the village. Cllrs concluded that it is not likely that most vehicles could speed through the centre of the village and it was therefore not prudent to spend money on it at this stage. This topic to leave the agenda for the time being.

24/46 To receive an update on any Planning matters and Approve any action.

There have been no Planning Applications since the last meeting.

24/47 To Receive an update on the S101A mains drainage application with Anglia Water

There is no update and this will leave the agenda for the time being.

24/48 To receive an update on biodiversity in the Parish and to Approve any action

The Spring list of flora observed in the hedgerow and on verges will be available on the website in due course and it is planned to update this with species observed during a summer inspection. Some wild flower seedlings have been planted on Council land to test their viability in this location.

24/49 To consider the introduction of a Resident's Email List

Cllrs decided that residents could get all required information from the Noticeboards at the present time and will consider compiling a news-sheet for the Noticeboard.

24/50 To note any Correspondence

NPTS Training Opportunities	NCC Grit Bin Audit
Rural Services Bulletin – Teleswitch information	NPTS June Newsletter
Parish Partnership Information	

24/51 To set dates for future meetings

Provisional - Monday 28th October

24/52 Any other business – for information and future agenda

There was none

24/53 To close the meeting

There being no further business, the meeting closed at 7.59pm

Signed:

Date: