

BRININGHAM PARISH COUNCIL

Parish Clerk and RFO : Kerry Harris
89 The Street, Barney, Norfolk
Tel 01328 822583 Email brininghamclerk@gmail.com

24th April 2025

Dear Councillors

You are summoned to the Annual Parish Council Meeting of Briningham Parish Council on Thursday 1st May 2025 following the Annual Parish Meeting at Briningham Village Hall

Kerry Harris Parish Clerk

Agenda

1. To elect a Chair for 2025-26 and sign the Declaration of Acceptance of Office
2. To elect a Vice Chair for 2025-26 and to sign the Declaration of Acceptance of Office
3. Welcome and to consider apologies and reasons for absence
4. To receive declarations of interest and request for dispensations in any of the agenda items
5. To approve Minutes of the Parish Council Meeting held on Thursday 30th January
6. Matters arising on the Minutes (for information only), not included on the agenda
7. Open forum for Public Participation
 - (i) Questions and comments from residents and members of the public.
 - (ii) To receive reports from NCC Cllr Aquarone and NNDC Cllr Brown.
8. Financial and Governance Matters
 - i. To Approve the Internal Audit undertaken for y/e 31st March 2025
 - ii. To Approve the signing of the Exemption Certificate for 2024/25
 - iii. To Approve the Governance Statement for 2024/25 (AGAR Form 2)
 - iv. To Approve the Accounting Statement for 2024/25 (AGAR Form 2)
 - v. To Approve the cashbook, Receipts and Payments since the last meeting
 - vi. To Approve the following policies:
Standing Orders, Financial Regulations
 - vii. To Approve the Insurance for 2025 - 26
9. To consider the guidance for websites and email addresses from the 2025 Practitioners Guide Assertion 10 and Approve any action
10. To receive an update on Devolution and the Re-organisation of Local Government
11. To receive an update on Allotment matters and Approve any action
 - i. To Approve the installation of gates for the Memorial Field
 - ii. To Approve a Noticeboard for the Memorial Field
12. To receive an update on Highways matters and Approve any action
 - i. To consider any action on the speed limit within the Parish boundaries
13. To receive an update on Planning matters and Approve any action
14. To receive an update on biodiversity in the Parish and to Approve any action
15. To note any Correspondence since the last meeting
16. To set dates for future meetings
17. Any other business – for information and future agenda
18. To close the meeting

Attachments: minutes (30th January), Internal Audit report, Bank Account Reconciliation AGAR form 2, Standing Orders, Financial Regulations