

BRININGHAM PARISH COUNCIL

**Minutes of the Parish Council Meeting held on Tuesday 25th May 2023,
at Briningham Village Hall at 7.30pm.**

This meeting was recorded

Present: Cllrs, Helena Gregory (Chair) (HG) Chris Rix (CR), Jackie Rix (JR), Locum Clerk – Kerry Harris (KH)

5 residents

1. Welcome and to consider apologies and reasons for absence

HG welcomed all the Full Council meeting. Apologies were accepted by all for Cllr Gardner, due to family illness. Apologies were also received from NCC Cllr Aquarone and NNDC Cllr Brown.

2. To receive declarations of Interest and request for dispensations in any of the agenda items

There were none.

3. To approve Minutes of the Annual Parish Council Meeting held on Tuesday 16th May 2023

These were signed by HG on a Proposal by CR and Seconded by JR.

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

There were none.

5. 1. Open forum for Public Participation. As per our Standing Orders 15 minutes will be allowed for members of the public to raise questions or concerns.

Residents informed the PC that they were planning to re-site the entrance to their garden and would need the bench to be moved as it is currently sited on their land. The PC noted this and asked to be kept informed about when this would happen.

Residents informed the PC about their tasks regarding the defibrillator – they check it weekly and test it monthly. There is money lodged with the Heartbeat Trust for replacement pads and batteries and this should be sufficient for 2 more years. A sign showing its location should be on the Parish noticeboard and at the Village Hall. HG thanked them for doing this.

A resident expressed concern that Cllrs CR and HG had a pecuniary interest in the Clothing Bank.

A resident noted that the previous PC had signed the Civility and Respect pledge and that this was not on the agenda. HG informed her that this was a full agenda and this item would be followed up.

A resident noted item 6.5. She reminded the PC that income from rental of allotments must be used for the allotments.

2. To receive reports from NCC Cllr Aquarone and NNDC Cllr Brown, if attending.

Written reports had been received from Cllrs Aquarone and Brown:

Cllr Steffan Aquarone: District Councillor for Study Ward - Following the local elections, I am delighted that Andrew Brown has been re-elected as your district councillor. New County Council Administration - Kay Mason Billig is now leader, with a new cabinet for the forthcoming year; Norfolk County Council Action on sewerage discharges - Norfolk County Council resolved on 10th May to explore what action could be taken including whether the council could fine water companies through its own powers, and require compensation for losses to businesses; More funding for

potholes and road repairs -A Full Council motion was passed unanimously resolving to petition the Under Secretary of State for more funding for Norfolk's road repair and maintenance needs.

Items on this evening's agenda relating to County Council matters

7.6. To discuss entry gates to Briningham - Village gates have proven to be an excellent way of reminding drivers that they are entering a built-up area. They are usually approved for Parish Partnership scheme funding, and I would be happy to make a contribution from my Members' Highways Allowance towards the Parish Council's half.

7.10. To discuss what action to take over the vandalised speed limit signs - I suggest reporting via <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem> - they are usually fairly swift to repair. Please get in touch if you have any problems.

Cllr Andrew Brown: Local Election Results - I am extremely pleased to have been voted in for a second term; Voter Photo Identity Rules - The Council were requested by the Electoral Commission to keep records on the effect of the new rules at every polling station; Local government Devolution - The Bennett Institute and Institute for Government have released a detailed review of local government structures. Basically our system of local government looks upwards to government ministers and not downwards towards local communities which leads to national interference in really local issues. For recommendations for how to address this very important issue for our local democracies visit www.bennettinstitute.cam.ac.uk and instituteforgovernment.org.uk.; Affordable Homes Rescue - A recent planning committee decision has saved 23 from 52 dwellings being built on Hempstead Road in Holt; Anti-Social Behaviour - The Government has announced an action plan to tackle antisocial behaviour including higher fines for fly-tipping, littering and graffiti. Under the scheme, offenders will be made to repair the damage they cause to communities with work starting within 48 hours of an offence being committed; Council Agenda for 2023-27 - The new administration will be working on the new Corporate Plan to set out the Council's priorities for the next 4 years; Voting Reform Motion - An opposition motion was put before the Council last month requesting the Chief Executive of the Council to write to the Government urging an urgent reform of the voting system to replace the outdated first past the post system; Second Home Planning Consultation - The Council are responding to a consultation in April to look at new rules to give communities greater control over short term holiday lets in the tourism sector. Finally I would like to thank everyone regardless of whether you voted for me and I will continue to serve this District to the best of my ability.

6. Financial and Governance Matters

1. To receive an update on the situation regarding the 2022 – 23 Accounts and to consider requesting an extension from PKF for the submission of the Accounting information.

Briningham PC Accounts and Governing records are being received by Internal Auditor Mrs. Dann on 2nd June. She will return them in time for a PC meeting week beginning 20th June. She has recommended that the PC agree a potential extension of one month with the External Auditor for the return of the Exemption Certificate or the Accounts. This was Approved on a Proposal by CR and Seconded by JR.

2. To agree signatories for the Parish Council bank account with Barclays

It was Agreed that all Cllrs (Tracey Gardner, Helena Gregory, Chris Rix and Jackie Rix) should be signatories to the Barclays and NS&I Bank Accounts, on a Proposal by HG and Seconded by CR.

3. To consider moving the money in the NS&I and agree any action

Unity Trust Bank is being considered as a possible bank for the funds. HG will look into this and report to the next meeting.

4. To approve the payments and receipts since the last meeting

Payments: £100.78 (M. Hayes – locum clerk salary)

This was Approved on a Proposal by HG and Seconded by JR

Additional payments and receipts to be carried over to the next meeting

Receipts £1,000.00 (Precept) Payments: £86.89 (NALC Subscription),

5. To resolve that all rental receipts may be used to cover expenses incurred in the coming financial year

It was noted that Briningham PC have historically used allotment monies to cover PC expenditure. As this year will financially be uncharted territory for the new Council, HG is proposing that this continue for a further year. This was Approved by all, on a Proposal by HG and Seconded by CR.

7. Items under agenda item 7 have come and gone from the agenda and require a decision regarding the next step.

1. To update on the appointment of a new Clerk

The vacancy was advertised for 4 hours per week in April. The current PC do not think this is affordable. Both applicants from April have been invited for an informal discussion. Ms Hayes has been contacted and has decided not to progress with this. The PC will have an informal discussion with KH in due course and report back to the next Full Council meeting.

2. To receive an update on the return of the milestone

The current situation regarding the milestone is unclear: it has been removed from NCC Aylsham to a stone mason in Watton – it is unclear on whose authority and whether repairs have commenced and who is responsible for any bill.

This will remain on the agenda and a report will be made to the next Full Council Meeting.

3. To discuss mains drains feasibility

A survey by the previous PC elicited only 1 (verbal) response. Anglian Water will not be adding to their list for mains drainage until after 2030. Most residents are not interested at this time. This will be removed from the agenda.

4. To discuss a new Parish Council notice board

This is in hand and a full report will be made to the next Full Council meeting.

5. To discuss the sharing of a Sam 2 camera

There are currently no funds available and there has not been a positive response to sharing a SAM2 with neighbouring villages. This will be removed from the agenda.

6. To discuss entry gates to Briningham

The B1110 is not within the main built area of the village and concerns were the cost and the narrow verges to site the Gates. This will be removed from the agenda.

7. To discuss and resolve upon the bench in Church Lane

There is no substantial damage evident on the bench and, although there is wear and tear on the legs, nothing needs to be done this year. Cllrs will meet with the residents who would like the bench re-sited and report any action required to the next Full Council meeting.

8. To discuss and resolve upon the clothing bank

Cllrs do not think that this is an appropriate location for a clothing bank and think the amount of time required to submit a reclaim by the Clerk may not be justified. Retired Cllr I Cooke let the PC know that there was very little time given to the PC for discussion before the Bank was in situ.

CR will discuss the bank with NCC and report to the next Full Council meeting.

9. To discuss the defibrillator

See 5.1 (above)

10. To discuss what action to take over the vandalised speed limit signs

At the top of Bayse's Lane and by The Green road signs have been blacked out. JR will follow the link provided by Cllr Aquarone.

11. To discuss a regular contribution to Briston and Community News

Cllrs agreed to co-ordinate and put something into the Briston Community Newsletter each month.

8. To note any Correspondence

There was none.

9. To set dates for future meetings

Tuesday 20th June – 7pm – Extraordinary PC Meeting

Tuesday 18th July – 7pm – Full PC Meeting

10. Any other business – for information and future agenda

There was none.

11. To close the meeting

There being no further business, the meeting closed at 8.10pm

Signed:

Date: