

## **BRININGHAM PARISH COUNCIL**

**Minutes of the Parish Council Meeting held on Monday 8<sup>th</sup> January 2024,  
at Briningham Village Hall at 7.00pm.**

**This meeting was recorded**

**Present:** Cllrs, Helena Gregory (Chair) (HG) Tracey Gardner (TG), Chris Rix (CR), Jackie Rix (JR), NCC Cllr Steffan Aquarone, NNDC Cllr Andrew Brown, Locum Clerk – Kerry Harris (KH)  
8 residents

**24/01** Welcome and to consider apologies and reasons for absence.

HG welcomed all to the Full Council meeting. Apologies were received during the meeting from Cllr Crossley. These were accepted by all at the end of the meeting.

**24/02** To receive declarations of Interest and request for dispensations for any agenda item  
There were none.

**24/03** To approve Minutes of the Parish Council Meeting held on 9<sup>th</sup> October.

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

**24/04** Matters arising in the Minutes (for information only), not included on the agenda.

There were none.

HG informed those present that the meeting was being recorded from this point onwards.

**24/05** (i) 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.

A resident asked why the Clerk's wages were not in the cashbook. KH explained that they were on the agenda to be Approved this evening.

(ii) To receive reports from NCC Cllr Aquarone and NNDC Cllr Brown, if attending.

Cllr Brown's report gave an update on the National Planning Policy Framework changes to targets for housebuilding; Affordable Rural Housing and the lack of S157 restrictions (preventing resale of affordable housing at market rent); Holt Planning Forum on 2<sup>nd</sup> February; receipt of National Government funding from the National Skills Delivery Fund; the call for Affordable Housing Sites; National Government proposal to create Bank Hubs; National Government funding towards the new Fakenham Leisure and Sports Hub project; Liberal Democrats winning the Briston Byelection; changes to waste recycling charges; Local Government Funding Settlement cap; the Homeless Crisis; Local Plan Inspector's hearings.

Cllr Aquarone reported on the Norfolk Devolution Deal, giving Norfolk a directly elected leader of the County Council and £20million a year in additional investment and delegated decision making on Adult Education spending; Liberal Democrats now main opposition party on the County Council due to byelection successes; there is a budget gap of £20million to close before the budget meeting and borrowing is costing £80k per day in interest payments; NCC call for a Dedicated Minister for the Coast sent to the Government and his 2 campaign priorities for the year: 1. Supporting the re-establishment of the orbital railway from Sheringham via Melton Constable to Dereham; 2. Developing and launching his 'footpaths toolkit'.

**24/06 Financial and Governance Matters**

- (i) To receive an update on the Barclays Bank Account.

The Barclays bank account has now completed the historic records procedure and there should be no further issues. Two Cllrs are now registered for online banking which will help to reduce postal costs.

- (ii) To Approve the Cashbook, Receipts and Payments since the last meeting

The balance in the current account at 31.12.23 is £4,613.27

Income Received: Allotment and Amenity Land Rentals: £98 from S. Adomavice; £448.00 from C Wright; £144 from P. Edwards; £372 from W Pearce; £365 from S. Adomavice; £365 from Thornage Hall; Refunds - £8 from NNDC

Payments to be Approved: 19.10.23: £140.07 - NNDC (contested election costs); 8.01.24: £48.75 - Briningham Village Hall (Hall Hire); £1,191.67 - C. Harris (Locum Clerk fees from 10.05.23 until 31.12.23 + expenses); £52.00 - NPTS (Allotment course, 1 place)

This was Approved by all on a Proposal by TG and seconded by CR.

- (iii) To Approve the Budget and Precept for the 2024 – 25 Financial Year

Briningham PC have always used the income from rents to fund ongoing expenditure. The PC are moving towards being able to fund general expenditure from non-allotment monies.

Cllrs examined all anticipated payments and receipts in the budget and discussed the Reserves policy. HG proposed a Precept of £2,100. This was seconded by CR and was Approved by all. This was an increase of £100 per annum from the 2023-24 Financial Year which amounts to an annual increase for Band D Council Tax payers of £1.47, making the total Annual Band D charge £32.61, an increase of 4.98%.

- (iv) To Approve the following Policies: Risk Management, Lone Worker, Reserves

The Reserves policy was discussed in relation to the budget. KH briefly explained the other 2 policies. There were no questions and the policies were Approved by All on a Proposal by JR and seconded by TG.

- (v) To Approve the Asset Register

The Asset Register was Approved by all on a Proposal by TG and seconded by CR,

- (vi) To Approve the appointment of the Internal Auditor for the 2023-24 Financial Year

Mrs D. Dann was Approved by all as Internal Auditor on a Proposal by HG and seconded by CR.

**24/07 To receive an update on a request to NNDC for a Community Governance Review to increase the number of Parish Councillors from 5 to 7**

No action will be taken at this stage, but this will be kept under review.

**24/08 To receive an update and Approve any action on Highways matters**

A resident had reported that she believed the speed limit through the village was too high. She would like a sign erected to note the entrance to the Village Hall is concealed; the one-way signs into the village from the B1110 have not been reinstated since the traffic lights for construction work have been removed. This had been passed on to NCC Highways.

**24/09 To receive an update on any Planning matters and Approve any action.**

There have been no planning applications since the previous meeting.

**24/10 To receive a report on the Allotments Open Morning**

8 residents and 3 Cllrs were present at the meeting. HG explained the PC's obligations under the 2021 Environment Act which enhanced and strengthened the PC duties of the

2006 Act. She summarised the report of the meeting: Topics to be considered and developed included rewilding, putting up bird and bat boxes in suitable locations and consideration of a wildflower belt. She had also contacted NPTS with some of the questions raised at the meeting. This report and NPTS answers are attached to these minutes. She thanked everyone who attended the meeting and the positivity expressed.

HG informed the meeting that 3 Allotments are about to be released and that, following the advice from NPTS a surveyor would be employed later in 2024 to measure the allotments. Allotment Tenants will be kept fully informed.

**24/11** To consider what the Parish Council can do to conserve and enhance biodiversity in the Parish and to Approve an initial Action Plan

Cllrs reviewed the draft Action Plan and it was forwarded to the next meeting so that it would include actions taken as a result of the December Open morning and results of actions from this meeting..

**24/12** To receive an update on the return of the milestone

The stone mason has confirmed that the repair to the milestone will take place once the weather has improved. It will then be returned. Norfolk County Council will pay any bill. There will be no cost involved for Briningham PC..

**24/13** To receive an update on the appointment of a new Clerk

The Clerk's position had been advertised locally on the PC and NPTS websites. There had been no applicants and the position was offered to the Locum Clerk at the PC meeting. She accepted the role.

**24/14** To note any Correspondence

12.10.23	B1110 closed at Thornage for Bridge repairs
24.10.23	NCC online budget consultation
7.11.23	Local Government Pay Award
24.11.23	B1110 closed at Thornage for flooding
6.12.23	Rural Digest
6.12.23	Date for Highways visit
6.12.23	NNDC Planning Roadshow
7.12.23	NPTS Courses
12.12.23	Police SNAP meeting
13.12.23	Affordable Homes request from NNDC Cllr Wendy Fredricks
20.12.23	NNDC Christmas Greetings

**24/15** To note Freedom of Information Requests received in 2023

15<sup>th</sup> June (1 request), 3<sup>rd</sup> October (Request for 3 sets of information), 10<sup>th</sup> October (1 request). All FOI Requests were responded to within the legal timescale.

**24/16** To set dates for future meetings

Monday 13<sup>th</sup> May, 7pm: Annual Parish Meeting followed by Annual Parish Council Meeting

**24/17** Any other business – for information and future agenda

CR informed the meeting that a resident has been in touch with Anglian Water about going onto mains sewerage and was instigating a S101A with Anglian Water.

24/18 To close the meeting

There being no further business, the meeting closed at 7.44pm

Signed: ..... Date: .....