

BRININGHAM PARISH COUNCIL

Parish Clerk and RFO : Kerry Harris
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28th October 2024

Dear Councillors

You are summoned to the Parish Council meeting of Briningham Parish Council on Monday 4th November 2024 at 7.00pm at Briningham Village Hall

Kerry Harris,
Parish Clerk

Agenda

1. Welcome and to consider apologies and reasons for absence
2. To receive declarations of interest and request for dispensations in any of the agenda items
3. To Approve Minutes of the Parish Council Meeting held on Monday 15th July
4. Matters arising on the Minutes (for information only), not included on the agenda
5. 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.
6. Financial and Governance Matters
 - i. To Approve the cashbook, Receipts and Payments since the last meeting and note actual spending against budget
 - ii. To receive an update on banking and Approve any action
 - iii. To receive an update from the Village Hall Committee
 - iv. To review and Approve the Asset Register
 - v. To Appoint Mrs Di Dann as the Internal Auditor for the 2024 – 25 Financial Year
 - vi. To Approve 20% cost of Training for Clerk on Data Protection Course: £9.60
 - vii. To receive an update on Freedom of Information requests
7. To receive an update and Approve any action on Highways matters
8. To receive an update on the Milestone
9. To receive an update on Planning matters and Approve any action
10. To receive an update on Allotment matters and to Approve any action
 - i. To Approve costs for rental of a half allotment
11. To receive an update on biodiversity in the Parish and to Approve any action
12. To note any Correspondence since the last meeting
13. To set dates for future meetings
14. Any other business – for information and future agenda
15. To consider excluding the public under the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the items to be discussed (Personnel matters)
16. To Approve an amendment to the Clerk's contract
17. To close the meeting

Attachments: Minutes (15th July), Cashbook, Asset Register