

BRININGHAM PARISH COUNCIL

**Minutes of the Parish Council Meeting held on Monday 17th July 2023,
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), Locum Clerk – Kerry. Harris (KH)

7 residents

1. Welcome and to consider apologies and reasons for absence.

HG welcomed all to the Full Council meeting. Apologies were also received from NCC Cllr Aquarone and NNDC Cllr Brown. She informed the meeting that she was recording it. A resident acknowledged that she was also recording the meeting.

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

HG declared an interest in item 12 – correspondence on variation in planning, received after close of the agenda.

3. To approve Minutes of the Parish Council Meetings held on 25th May 2023 and 20th June.

25th May – Approved by all on a Proposal by CR and seconded by JR; 20th June – Approved by all on a Proposal by TG and seconded by JR. These were signed by HG.

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

HG informed the meeting that there will be a meeting about the Allotment Working Party advertised in the Autumn and that the bench will be refurbished over the Summer.

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.

A resident requested information regarding a statement by the Clerk in the minutes of 16th May. KH responded that she had spoken to several of the individuals referred to and stood by her response.

A resident expressed his views regarding the actions of the newly elected PC in the days following the election result regarding PC documents and the laptop. The PC had taken advice and had been informed about a potential breach of data protection and the urgency of taking action. The PC noted the views of the resident.

A resident expressed her views of actions by the PC since taking office and her concerns that this may breach the Nolan principles. The PC has noted her comments.

A resident expressed his concern about the number of PC meetings since the election and the potential costs. The PC noted his views.

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: Campaigning to protect health and care services – Rural services are in decline, of particular concern are doctors, dentists and mental health services. Cllr Aquarone mentioned the proposed closure of Blakeney GP surgery and Benjamin Court in Blakeney and the implications. The ongoing call for Bank Hubs – Link has been contacted re a bank hub initially in Holt and potentially then in other towns; Future of Outdoor learning at Holt Hall – After a meeting

with head of Greshams School, the new owners there is optimism that outdoor learning opportunities will continue to be made available there.

Cllr Browns report had been circulated to Cllrs before the meeting:

The new North Norfolk Local Plan has been formally submitted to the Secretary of State for Levelling Up; Proposals have been announced through the Capital Hydrogen and Hydrogen Valley projects which would see the Bacton Energy Hub being developed as a production site for processing hydrogen and the capture and storage of carbon; Further rounds of public consultation and engagement were undertaken for the Cromer Phase 2 and Mundesley Coast Protection Schemes due to be commenced this year; Planning Service Improvement Plan - The new service will allow greater self-service in understanding the progress of applications and provide more engagement with town and parish councils; Customer Service - a new service level dashboard has been introduced and is being monitored weekly; Complaints to the Ombudsman against the Council in 2022/23 totalled 11 with one outstanding decision and the other 10 closed with no action; Appeal Decision re Arcady at Cley - The Planning Inspector has ruled that the main residence must be demolished by no later than October 2024 and grants permission for an annex building and swimming pool to remain; Financial Sustainability and Growth - Council tax bills have been issued on 55,000 accounts following the adoption of the 2023/24 budget which introduced a 3% rise in the District Council Charge ring-fenced for cost of living support programmes. The Revenues Team achieved a Council Tax collection rate for 2022/23 of 98.26% and an NNDR collection rate of 99.25% ; Purchase of Waste Collection Vehicles - the Council are looking at ordering 2 new vehicles at a cost of £450,000; Temporary Letting Accommodation - Government Consultation - The Council supports the proposal of a new national registration scheme for homes used as temporary letting accommodation which would help bring Air B&B safety standards into line with traditional guest houses. The second consultation outlines options for introducing new planning controls to create a new use class for temporary letting accommodation. None of the provisions would apply retrospectively; Bridge Damage - I will be supporting our MP and County Councillor to improve warning signage and survey for a priority system being installed as clearly the approach in both directions has been proved to be dangerous for road users.

6. Financial and Governance Matters

1. To receive an update on the Barclays Bank Account.

HG has received an assurance from Barclays bank that all mandates should be approved by Thursday 20th July.

2. To receive an update on the NS&I Bank Account and potential alternatives

The large sum lodged with NS&I is currently earning little interest. Options will be considered at the next meeting. Information gathered so far: Unity Bank would require the current account to be moved and involves a monthly charge; Barclays and the Co-Op are not viable.

3. To Approve the cashbook, Receipts and Payments since the last meeting

Receipt: £1,000 (Precept)

Payments: £11.25 (Village Hall); £10.00 (Hire of Edgefield Village Hall); £347.80 (Re-imbusement to H. Gregory for payment of Insurance); £35.00 (D. Dann – Internal Audit); £35.00 (ICO Annual Registration); £55.00 (NPTS Annual Subscription)

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

4. To Approve the following Policies: Standing Orders, Financial Regulations, FOI Publication Scheme and Guidance, GDPR and Privacy Statement

Standing Orders – (5j iii) the Clerk clarified that the “General Power of Competence” enabled the Parish Council to do anything that a reasonable person would do; (9b) it was agreed that 8 clear days would prior to a Parish Council meeting would be the deadline for submission of agenda items; (12a) it will be assumed that Cllrs have read the minutes as they will have received a copy prior to the meeting; (12b) only the accuracy of the minutes may be changed, not the decisions made at the previous meeting before they are signed at a subsequent meeting.

Financial Regulations – (4) JR initiated a discussion about the £500 emergency expenditure. This was deemed reasonable.

FOI and Guidance – No questions

Data Protection Policy – No questions

Privacy Statement – No questions

These were Approved by all, on a Proposal by JR and Seconded by CR.

5. To Approve the removal of the following documents from the Website
BHIB Insurance (Exp 31.05.23), Insurance (Exp 31.05.22), Notice to co-opt (4.04.22), Notice of Vacancy (24.02.22), Risk Management (Feb 22), Code of Conduct, Risk Management policy, Annual Review of Internal Control

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

6. To Approve a request to NNDC for a Community Governance Review to increase the number of Parish Councillors from 5 to 7

All agreed that the PC needed a broader base but there had not been clarification as to whether the additional Cllrs could be co-opted or whether an election would be required so this decision was carried forward to the next meeting.

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

Paul Brett in Watton has confirmed that no work has yet been carried out on the milestone and it is not in a condition to be returned to the Parish.

HG will contact NCC Highways Officer Steve White to ascertain their next step as the NCC officer previously dealing with this has now retired.

8. To receive an update on a new Parish Council notice board

Two new Noticeboards have been provided for the Village at no cost to the Parish Council – one for the Parish Council and a second as a Village Noticeboard.

9. To receive an update on the clothing bank

NNDC have confirmed that the Clothing Bank will be removed by the end of July.

10. To receive an update on the vandalised speed limit signs

JR had raised 3 enquires on the Highways portal regarding the defaced signs and also about the anomaly where google maps started the 30mph speed limit before the possible introduction of the 30mph signs. The damaged signs will be replaced, but NCC dispute the Google areas and have informed the PC that this would require a Legal Traffic Alteration Order to formally change the speed limit. The PC do not want to have the cost for this but will inform NCC Highways and Cllr Aquarone of the anomaly.

11. To receive an update on the appointment of a new Clerk

The PC will not progress with the permanent appointment of a Clerk until the Governance issues raised in the Internal Audit are resolved.

12. To note any Correspondence

10.06.23 Residents letter re Highways

15.06.23 Submission of North Norfolk Plan for Independent Examination

22.06.23 Notification of Highways Inspection

22.06.23 Application Information for the 2023/24 Parish Partnership

11.07.23 Rural Bulletin on closure of Post Offices

14.07.23 Variation on Planning Application RV/23/1462

HG left the Hall

KH read out the changes noted in the variation. Cllrs saw no reason to amend the decision of the previous Council and made no comment on the variation.

13. To set dates for future meetings

Provisional date – Monday 25th September – 7pm – Full PC Meeting

14. Any other business – for information and future agenda

Policies on Risk Management and Code of Conduct to be reviewed at the next meeting.

15. To close the meeting

There being no further business, the meeting closed at 7.50pm

Signed:

Date: