

## **BRININGHAM PARISH COUNCIL**

### **Minutes of the Annual Parish Council Meeting held on Monday 11<sup>th</sup> May 2026, at Briningham Village Hall following the Annual Parish Meeting.**

**Present:** Cllrs, Helena Gregory (Chair) (HG), Hugh Crossley (HC), Tracey Gardner (TG), Chris Rix (CR), Jackie Rix (JR), Parish Clerk – Kerry. Harris (KH), 1 member of the public

#### **26/15 To elect a Chair for 2026 - 27.**

Helena Gregory was unanimously elected as Chair on a Proposal by TG and Seconded by JR. She signed the Declaration of Acceptance of Office.

#### **26/16 To elect a Vice-Chair for 2026 - 27.**

Chris Rix was unanimously elected as Vice-Chair on a Proposal by HG and Seconded by TG. He signed the Declaration of Acceptance of Office.

#### **26/17 Welcome and to consider apologies and reasons for absence.**

HG welcomed everyone to the meeting.

There were no apologies.

#### **26/18 To receive declarations of Interest and request for dispensations for any agenda item**

There were none.

#### **26/19 To approve Minutes of the Parish Council Meeting held on 9<sup>th</sup> March.**

These were Approved by All on a Proposal by CR and seconded by TG and were signed by HG.

#### **26/20 Matters arising in the Minutes (for information only), not included on the agenda.**

There were none.

#### **26/21 Open forum for Public Participation.**

(i) There were no comments from residents.

(ii) To receive reports from NCC and NNDC Cllr Brown

No report had been received from Cllr Brown

Retiring NCC Cllr Aquarone had sent a closing message thanking all for allowing him to support residents on a wide range of projects and campaigns. He cited cleaner water and sewerage spills on Norfolk beaches, heating oil costs and NHS Dentistry in Norfolk.

#### **26/22 Financial and Governance Matters**

(i) To Approve the Internal Audit undertaken for y/e 31<sup>st</sup> March 2026.

Councillors considered the Internal Auditor's recommendation of a locked facility for certain documents – the Clerk explained how they were currently stored and Cllrs agreed that no change was required at his stage.

The Allotment inspection and risk assessment will be added to the Risk Management form.

This was Approved by All on a Proposal by HG and Seconded by TG.

(ii) To Approve the signing of the Exemption Certificate for 2025 – 26

The Exemption Certificate was Approved by All on a Proposal by HG and Seconded by JR. It was signed by the Chair and the RFO.

(iii) To Approve the Governance Statement for 2025/26 (AGAR Form 2)

The Governance Statement was read by the Chair and Approved by All on a Proposal by TG and Seconded by JR. It was signed by the Chair and the Clerk.

- (iv) To Approve the Accounting Statement for 2025/26 (AGAR Form 2)

The signed Accounting Statement was Approved by All on a Proposal by TG and Seconded by CR. It was signed by the Chair.

- (v) To note the dates of the Notice of Public Rights

The Clerk informed the Council that the Period for Public Rights in 2026 will be from Monday 15<sup>th</sup> June until Friday 24<sup>th</sup> July.

- (vi) To appoint the Internal Control Councillor

Cllr J Rix was Approved as the Internal Control Councillor on a Proposal by HG and Seconded by CR.

- (vii) To Approve the cashbook, Receipts and Payments since the last meeting

The Balance in the Current Account is £5,398.60. The Balance in the Business Premium Account is £10,402.93. The Balance in the NS&I Account is £6,607.03.

Receipts since the last meeting – VAT Credit £97.40, Precept £1,180.00

Payments to be Approved: Internal Audit £40.00

This was Approved by All on a Proposal by HG and Seconded by HC.

- (viii) To Approve the Insurance for the 2026 – 27 Financial Year.

The Insurance quotation from Zurich Municipal for £196.00 was Approved by All on a Proposal by JR and Seconded by HG.

- (ix) To Approve the following policy: Equality

This Policy was Approved by All on a Proposal by HG and Seconded by HC.

### **26/23 To receive an update on Devolution and the Reorganisation of Local Government**

The Government has selected the 3-Unitary option for Norfolk.

Norfolk CC have let it be known that they may challenge the decision on financial reasons.

### **26/24 To receive an update on Allotment matters and to Approve any action**

- (i) To consider the installation of gates for the Memorial Field (deferred in September to a future meeting) and Approve any action

It was agreed to postpone any decision about installing gates on the Memorial Field.

Cllrs agreed that they should consult the allotment tenants before making any decision on the village end of the Field. Greater concern was expressed regarding the risk of fly-tipping at the other end of the field. HG will consult the farmer's agent to find out his views about a gate.

- (ii) To consider and Approve a purpose-built Noticeboard for the Memorial Field

Cllrs agreed that the laminated notice is adequate.

### **26/25 To receive an update on Highways matters and Approve any Action**

- (i) To receive an update from NCC Highways re the erection of notification signs in the village

HG has contacted NCC Highways to inform them of the danger to horses with the current speed limit and has been informed that her email has been passed to the relevant team. She is waiting for their response and will follow up in due course.

### **26/26 To receive an update on any Planning matters and Approve any action.**

PF/26/0078 – Bramble Cottage, Brinton Road: conversion of garage – Approved

**26/27 To consider and Approve the publication of a PC Newsletter for the Parish – length, regularity and delivery**

Cllrs agreed that they do not need to publish a Newsletter for the Parish.

**26/28 To note any Correspondence**

Updated on Local Government Reorganisaton

Closure of B1110

Democratic Services – Register of Interests reminder

NCC Cllr Aquarone update

NPTS Updates

Notice of Election

B1354 road closure

**26/29 To confirm 20<sup>th</sup> July as the next meeting and to set the date for future meetings**

Mondays 20<sup>th</sup> July, 5<sup>th</sup> October

**26/30 Any other business – for information and future agenda**

Briningham Farm has been sold to Albanwise, which may have an impact on the Shoot's fortnightly meetings at the Village Hall. HC will contact the owner for information.

**26/31 To close the meeting**

There being no further business, the meeting closed at 7.51pm

Signed: .....

Date: .....