

RINGLAND PARISH COUNCIL

12th April 2023

Dear Councillor,

Your attendance is required at the **Meeting of the Parish Council** to be held on Monday 17th April 2023 and follow the Annual Parish Meeting in The Village Hall, The Street, Ringland.

Members of the press and public are cordially invited.

Sarah Hunt

Sarah Hunt
Parish Clerk

AGENDA

1 Apologies.

To receive and note apologies for absence.

To note there will be no poll for the Parish – there will be one vacancy for co-option at the May meeting.

2 Minutes.

To approve the Full Council minutes dated 9th January 2023.

3 Declarations of Interest.

3.1 Councillors are invited to declare a pecuniary or non-pecuniary interest on any item on the agenda.

3.2 To consider any dispensation requests.

4 To receive updates on any matters not elsewhere on the agenda

4.1 To confirm the SLOW sign has been replaced. Cllr N Adams.

4.2 Commemorative plaque for commemoration tree. Cllr S Addington.

4.3 Footpath opposite 58 The Street. Cllr S Addington.

4.4 Update on the new case for the defibrillator in the Telephone Box. Cllr N Adams.

5 Public Participation and Reports.

5.1 County Councillor: Greg Peck.

5.2 District Councillor: Peter Bulman.

5.3 Police Matters.

5.4 Members of the Public.

6 Parish Planning.

6.1 To consider consultee response to the following applications received from Broadland District Council and any additional received before the meeting;

6.1.1 .

6.2 To receive notification of Planning decisions taken by Broadland District

6.2.1.

7 Correspondence and Communications.

Email	Broadland D C	Mini Forest Opportunity	Response requested.
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Parish Clerk: Sarah Hunt
Postal Address: 58 Hercules Road, Hellesdon, Norwich, NR6 5HH
Tel: 07355 004 437

Email: parishclerkringlandpc@gmail.com

Email	WSP	NWL – Land interest questionnaire	Passed to Cllr Adams for completion.
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8 Financial.

- 8.1 To agree payments as presented and note any income.
- 8.2 To note up to date bank reconciliations.
- 8.3 To receive draft end of year paperwork if available to the meeting.
- 8.4 To note the clerk still does not have internet banking access.
- 8.5 To note the new Electricity rates for the Village Hall. To consider the installation of a smart meter.

9 Administrative Matters.

- 9.1 To consider the provision of Council emails to Councillors – Practitioners Guide point 5.204. To comply with GDPR, councils should provide official email accounts for their councillors as well as for their Clerk and other officers. To note that NALC are currently undertaking trials in this matter.
- 9.2 To note that the old website 'Ringlandparishcouncil.com' is still live.
- 9.3 To consider NALC membership for 2023/24 at a cost of £111.34.
- 9.4 To confirm the phone box defibrillator is now registered with WEBNOS. Cllr N Adams.
- 9.5 To confirm that a second defibrillator has been purchased. Update on installation. Cllr N Adams.
- 9.6 To receive and adopt risk statement – for submission to Insurance Company as defibrillator cabinets are to remain unlocked. Cllr N Adams.

10 Vehicular matters.

- 10.1 Car Parking on Church Mound - £5,000 awarded for Highways 50/50 funding application. Cllr M Turner.
- 10.2 Car Parking at the Village Hall – to receive an update.
- 10.3 To receive notes following meeting with NCC regarding EV Charging Point installation and agree any actions.

11 Highways Matters.

- 11.1 A47 Improvement Scheme. Update Cllr N Adams.
- 11.2 Norwich Western Link. Update Cllr N Adams.

12 Commons Management Matters.

- 12.1 Overhanging Trees – to receive quotation. Cllr N Adams
- 12.2 To receive report following meeting with East College representative Mr William Haire. Cllr N Adams.
- 12.3 Environmental Stewardship Scheme. Update. Cllr S Addington.
- 12.4 To note cutting schedules/contractors for 2023. Cllr N Adams.
- 12.5 Low Common Gate – to receive quotation for replacement and consider any necessary action. Cllr N Adams/Cllr S Addington.

13. Offshore Windfarm Project

- 13.1 To report on any potential grants.

14. Asset of Community Value.

To receive communication from CAMRA and consider application for The Swan Public House.

15. Policies and Governance.

- 15.1 To consider and agree expenses policy as presented.
- 15.2 To consider and agree expenses claim form as presented.
- 15.3 To consider and agree disciplinary policy as presented.
- 15.4 To review and agree Financial Regulations as presented.
- 15.5 To review and agree Financial Risk Assessment as presented.
- 15.6 To review and agree model publication scheme.
- 15.7 To review and agree press policy as presented.
- 15.8 To review and agree sickness absence policy as presented.
- 15.9 To review and agree Social Media Policy as presented.
- 15.10 To review and agree Standing Orders as presented.
- 15.11 To review and agree statement of internal controls Policy as presented.

16. Items for next agenda:

Insurance renewal due 1st June – to consider quotations.

17. Dates of next meetings:

Annual Parish Council meeting Monday 15th May 2023.

To consider a resolution to exclude the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960 in consideration of the following item due to the confidential nature of the items to be discussed.

18. Staffing Matters.

- 17.1 To consider appointing the Clerk to the permanent position following completion of probationary period.
- 17.2 To consider whether or not to withhold the contractual scale point increase from 1st April 2023.