

RINGLAND PARISH COUNCIL

3rd January 2023

Dear Councillor,

Your attendance is required at the **Meeting of the Parish Council** to be held on Monday 9th January 2023 at 7.00pm 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 remains one vacancy on the Council – Council is free to Co-opt.

To consider extending the six month absence rule for any individual councillor who has offered apologies to this meeting.

2 Minutes.

To approve the Full Council minutes dated 7th November 2022.

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 River Green – to confirm strimming took place.

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

4.3 Mud on Road sign in The Street. Cllr N Adams.

4.4 Parking – funding for parking projects. Cllr N Adams.

4.5 Commemorative Plaque for commemoration tree. Update Cllr S Addington.

4.6 River Green 'Please Take Your Litter Home' sign. Update. Cllr M Turner.

4.7 Overhanging Trees. Update. Cllrs N Adams and S Addington.

4.8 Footpath opposite 58 The Street. Update. Cllr S Addington.

4.9 SAM2 Insurance Cover. S Hunt.

5 Public Participation and Reports.

5.1 County Councillor: Greg Peck.

5.2 District Councillor: Peter Buman.

5.3 Police Representative.

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 Reference: 20221874, 36 The Street, Ringland. Proposed rear extension and elevation changes. Reviewed and no objection sent.

6.1.2 Reference: 20221545, 52 The Street, Ringland. Construction of boundary fence

Parish Clerk: Sarah Hunt
Postal Address: 58 Hercules Road, Hellesdon, Norwich, NR6 5HH
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- (retrospective). Objection sent.
- 6.2 To receive notification of Planning decisions taken by Broadland District Council received before the meeting:
- 6.2.1 Reference: 20221545, 52 The Street, Ringland. Construction of boundary fence (retrospective). REFUSED.
- 6.3 To review and adopt Planning Protocol.

7 Correspondence and Communications.

Email	NWL	Consultation	For information.
Email	J Fleetwood	Tree Warden meeting invitation	For consideration.

8 Financial.

- 8.1 To consider and agree the budget for 2023/2024.
- 8.2 To consider and agree the precept figure for 2023/2024.
- 8.3 To agree payments as presented and note any income.
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|--|---------|
| Mrs S Hunt – mobile phone repayment (06.12.2022) | £10.00 |
| Mrs S Hunt – working from home allowance | £26.00 |
| Mrs S J Hunt – mobile phone repayment (06.01.2022) | tbc |
| Andrea Hendricks – final payment | tbc |
| HMRC – historical payments due | tbc |
| Salaries December/January (Mrs S Hunt plus HMRC) | £741.00 |
| Viking Direct – Stationery | £71.64 |
- 8.4 To note up to date bank reconciliations.
- 8.5 To agree internet banking access for Responsible Financial Officer.
- 8.6 To note that the electricity contract has been renewed through Affinity/Anglia Farmers at a fixed rate from 1st April 2023 to 31st March 2024.
- 8.7 To note that PKF Littlejohn have been appointed as the External Auditor for Norfolk based Councils.

9 Administrative Matters.

- 9.1 To receive and agree Meeting Calendar for 2023.
- 9.2 To appoint Mrs Sarah Hunt as Clerk and Responsible Financial Officer and sign contract. To agree monthly payments will be made between meetings.
- 9.3 To note that the Clerk now has administrative access to the new website www.ringlandpc.info
- 9.4 To consider a Ringland Parish Council Facebook page.
- 9.5 To review Canoe Rules and payments.
- 9.6 To note that a contract mobile has been arranged at a cost of £10/month. Number for the Parish Council is now 07355004437.
- 9.7 To note that elections will take place in 2023. Clerk will publish process and calendar onto website.
- 9.8 To consider any celebrations to mark H M The King's Coronation on Saturday May 6th 2023.
- 9.9 To note that Payroll provider will be in place until the end of 2022/23 financial year then this will be taken in house and administered by the Clerk.

10 Defibrillator.

- 10.1 To confirm this is registered with the east of England ambulance service.
- 10.2 To consider registering on the Webnos management system with community heartbeat trust. This is free of charge.

- 10.3 To review accessibility/lighting.
- 10.4 To consider Provision of an additional defibrillator to be located on the outside of the village hall.

11 Highways Matters.

- 11.1 A47 Improvement Scheme. Update. Cllr N Adams.
- 11.2 Norwich Western Link. Update. Cllr N Adams.
- 11.3 Cycle friendly routes and footpath from Ringland to Taverham. Update. Cllr N Adams.

12 Commons Management Matters.

- 12.1 Environmental Stewardship Scheme. Update. Cllr S Addington.
- 12.2 Sheep Dip and Peggy's pastures boundary encroachment. Update. Cllrs S Addington and N Adams.
- 12.3 New fence installation/stile/kissing gate – Footpath 2. Update. Cllr S Addington.
- 12.4 To confirm cutting schedules/contractors for 2023 season. To review any response from residents/sheep farmers. Cllr N Adams.
- 12.5 Car Parking on Church Mound – Update. Cllrs N Adams and M Turner.
- 12.6 Low Common Gate – to consider replacement. L

13 Items for next agenda.

Offshore Windfarm Project – to report on any potential grants.

14 Dates of next meetings:

17th April 2023 ANNUAL PARISH MEETING at 7pm.

17th April 2023 Parish Council Meeting to follow Annual Parish Meeting.