

# Minutes of the Annual RINGLAND PARISH COUNCIL Meeting

held on  
Monday 15<sup>th</sup> May 2023 at 7.30pm in The Village Hall, The Street, Ringland.

Present: Cllrs S Addington, J Baker, L Cooper (chair), K Stone, M Turner (part).

Clerk: Mrs S Hunt

Also present 7 members of the public

## 1 Election of Chairman.

Cllr N Adams was PROPOSED by Cllr Cooper, seconded by Cllr Stone. Cllr Adams had expressed his willingness to stand and was therefore ELECTED in his absence.  
Declaration of acceptance of chairman's office form to be signed at the next meeting.

Cllr Turner joined the meeting.

## 2 Election of Vice Chairman.

Cllr L Cooper was PROPOSED by Cllr Baker, seconded by Cllr Turner and was ELECTED.

## 3 Apologies.

Cllr N Adams - away. It was AGREED that Cllr Adams sign the acceptance of councillors office at the next meeting.

Noted that there remains one vacancy following the recent election available for co-option.

## 4 Minutes.

The Full Council minutes dated 17<sup>th</sup> April 2023 were AGREED by the meeting and signed by the Chair.

## 5 Declarations of Interest.

None.

## 6 Updates on any matters not elsewhere on the agenda

6.1 To receive update on the replacement of the SLOW sign. Cllr N Adams. Next meeting.

6.2 Commemorative plaque for commemoration tree. Cllr S Addington, ongoing.

6.3 Registration of the Swan Inn as an Asset of Community Value. Paperwork submitted. To consider response:  
*'When considering an Asset of Community Value nomination we will be assessing the level of social impact that the pub has for the local community. Your application references social opportunities and community support but it would be helpful to have specific examples of past offerings or planned projects should the pub reopen.'*  
Weddings, wakes, fireworks, river users – particular concern was expressed regarding facilities for those visiting during the tourist season.a

6.4 The installation of the new case for the defibrillator in the Telephone Box was NOTED.

6.5 The installation of the defibrillator at the Village Hall was NOTED. Thanks were expressed to all of those involved. Clerk to post a video to facebook regarding use.

6.6 Speed limit/road name signs are all now correct.

## 7 Public Participation and Reports.

- 7.1 County Councillor: Greg Peck not present.
- 7.2 District Councillor: Peter Bulman not present
- 7.3 Police Matters. None.
- 7.4 Members of the Public brought up the leaning tree in the centre of the village with the electricity line running through it. Cllr Addington to investigate.  
The coronation picnic held at the Village Hall was a great success and raised £440.00.  
There will be a summer fete in August on the Village Green.  
Mud on the Road continues to be an issue on The Street and Ringland Lane.  
Stones were washed into the Brecks on Weston Road.

## 8 Parish Planning.

- 8.1 To consider consultee response to the following applications received from Broadland District Council and any additional received before the meeting;
  - 8.1.1 None.
- 8.2 To receive notification of Planning decisions taken by Broadland District
  - 6.2.1 None.

## 9 Correspondence and Communications.

Email	Lord Lieutenant	Community Champions Nomination	Please notify Cllr Cooper or the Clerk of any nominees.
Email	Norfolk alc	DLUHC Consultation	No response
Email	Broadland D.C	To confirm that no CIL money is due to Ringland in April 2023	Noted.

## 10 Financial.

- 10.1 The payments as presented at Annex A were AGREED – PROPOSED Cllr K Stone, seconded Cllr S Addington. In addition to the payments circulated there is Countrystyle, recycling of £36.00 and the monthly Vodafone £10.00 fee.  
The meeting NOTED income of  
Broadland District Council – 50% precept £ 4145.00
- 10.2 The end of year paperwork is booked with the internal auditor on the 18<sup>th</sup> May 2023. A meeting will be called during June to get the end of year signed off by the Council.
- 10.3 The Council considered the quotes received. It was RESOLVED to renew with BHIB. Councillors to review schedules and notify Clerk by Thursday 20<sup>th</sup> May if any issues.
- 10.4 NOTED and AGREED current signatories: Cllrs N Adams, J Baker and L Cooper.
- 10.5 It was RESOLVED to dispose of the strimmer by selling. Cllr N Adams to arrange. Dog bin installation to next meeting - £4.25/empty by Broadland District Council.

## 11 Administrative Matters.

- 11.1 Councillor email update – all councillors to notify Clerk once new email is active. CONFIRMED that the ringlandparishcouncil.com website to be decommissioned once all new emails are confirmed.
- 11.2 The risk statement as defibrillator cabinets are to remain unlocked was AGREED as presented. PROPOSED Cllr Addington, seconded Cllr Stone.
- 11.3 SAM2 – the meeting RECEIVED the proposed schedule from Honingham Parish Council. Cllr K Stone to liaise. Currently anticipated the SAM2 will be within the Parish from 3<sup>rd</sup> July to 13<sup>th</sup> August 2023.

## 12 Vehicular matters.

- 12.1 Car Parking on Church Mound – Contractor damage not yet repaired. Clerk to chase.

The conservation officer at Broadland has been consulted and raises no conservation objections to the plans put forwards. Planning approval will be necessary for the project.

**13 Highways Matters.**

The Clerk was advised that the bridge base is now subsiding. Highways to be advised that the carriageway is affected on the approach to the bridge from the village; that farm traffic exceeds the weight limit; that the concrete has blown off the steelwork underneath the bridge. Clerk to report.

**14 Commons Management Matters.**

14.1 Countryside Stewardship Scheme. The 2024 application is completed. It was RESOLVED to seek quotations for professional advice for future claims. There is the potential to increase the claim, but not the necessary skillset in house. Cllr L Cooper.

14.2 Easton College are undertaking surveys etc to provide a management plan which is necessary. Historically Norfolk Wildlife Trust have offered this.

14.3 Ringland Grazers Committee – the proposal has been received – next meeting.

14.4 To review litter bin emptying arrangements on River Green – next meeting.

**15. Policies and Governance.**

15.1 The expenses policy was AGREED as presented.

15.2 The expenses form was AGREED as presented.

15.3 The Financial Regulations were AGREED as presented. The only change was to item 11.1 b – sum for Public supply contract increased to £30,000.

**16. Items for next agenda:**

River Green facilities.

End of year documents.

**17. To agree Dates of next meetings:**

June - to be called by Clerk when Annual Accounts are available.

Monday July 10<sup>th</sup> 2023.

Monday October 9<sup>th</sup> 2023.

Monday January 8<sup>th</sup> 2024

Monday April 8<sup>th</sup> 2024

It was RESOLVED 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.**

18.1 It was RESOLVED to delegate to Cllr N Adams and Cllr L Cooper the responsibility to interview, appoint and agree terms of any applicant.

The meeting closed at 9.20pm.

**Annex A - Payments May 2023 meeting. Public**

	Nett	VAT	Payable
Prevent Fire Limited	£40.00	£8.00	£48.00
Target Trees	£750.00	£150.00	£900.00
Viking	£62.41	£9.22	£71.63
Vodafone	£10.00		£10.00
Salaries	£1111.50	0	£1111.50
Working from Home Feb/Mar/Apr	£78.00	0	£78.00
Norfolk Parish Training	£82.90	0	£82.90
Sarah Hunt - Viking	£58.88	£11.78	£70.66
ICO	£35.00	0	£35.00
Nick Adams - phone box lights	£34.58	£2.92	£37.50
NALC Membership	£111.35	0	£111.35
Mrs S Hunt - working from home (Feb/Mar/Apr)	£78.00	0	£78.00
Countrystyle Recycling	£30.00	£6.00	£36.00
	<b>TOTAL</b>	<b>£181.92</b>	<b>£2624.54</b>