

RINGLAND PARISH COUNCIL

Minutes of the **Meeting of the Parish Council** held on
Tuesday 13th June 2023 at 7.30pm
in The Village Hall, The Street, Ringland.

Present: Cllrs N Adams, S Addington, L Cooper, K Stone, M Turner
Clerk: Mrs S Hunt
3 members of the public were in attendance.

1 Apologies.

Jill Baker - absent.

2 Minutes.

The Full Council minutes dated 15th May 2023 were AGREED as a true and correct record. PROPOSED Cllr S Addington, seconded Cllr L Cooper.

3 Declarations of Interest.

None.

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

None.

5 Public Participation and Reports.

5.1 County Councillor: Greg Peck – not present.

5.2 District Councillor: Peter Bulman. Cllr Bulman reported that Broadland District Council is now a council with no overall control following the elections and is working as an alliance between all parties. The offices have now moved to the Broadland Business Park. Enforcement at Broadland has been following up on the installation of velux windows brought to their attention. A retrospective application is to be submitted.

5.3 Police Matters. None.

5.4 Members of the Public. None.

6 Parish Planning.

6.1 To consider consultee response to any applications received from Broadland District Council before the meeting. None.

6.2 To receive notification of Planning decisions taken by Broadland District before the meeting. None.

7 Financial.

7.1 The payments as presented at Annex A were AGREED. PROPOSED Cllr L Cooper, seconded Cllr K Stone.

Item 7.5 was taken at this point of the meeting.

7.2 It was RESOLVED to declare that Ringland Parish Council is an exempt authority as neither the gross income or gross expenditure exceeds £25,000 for the 2022/23 Financial Year. The Certificate of Exemption was signed. PROPOSED Cllr Cooper, seconded Cllr Adams.

7.3 It was RESOLVED to approve Section 1 of the AGAR, the Annual Governance Statement. This was signed. PROPOSED Cllr Addington, seconded Cllr Stone.

7.4 It was RESOLVED to approve Section 2 of the AGAR, the Accounting Statements. This was signed. PROPOSED Cllr Adams, seconded Cllr Stone.

7.5 The meeting received and discussed the Internal Audit report. The Clerk who will

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commence in July will be asked to ensure that all items raised are actioned. The current Clerk explained it was not a report to detect fraud or malpractice, but an audit of procedures within the Council. It was PROPOSED by Cllr Cooper and seconded by Cllr Addington that a desktop valuation be undertaken on the village hall – quotes to next meeting. The Clerk will ensure that agenda's etc are uploaded to the website to ensure compliance with the transparency code.

7.6 RECEIVED the analysis of variances.

7.7 RECEIVED the bank reconciliation as at 31.3.23.

7.8 NOTED the notice of the period for the exercise of public rights are set by the RFO as between 26th June and 4th August 2023.

16. Items for next agenda:

To consider internal audit quotations with a mid-year audit.

Update on Church Mound.

Graziers committee.

17. To agree Dates of next meetings:

Monday July 10th 2023

Monday October 9th 2023

Monday January 8th 2024

Monday April 8th 2024

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.

18.1 Cllrs Adams and Cooper received delegated authority to offer the post to their recommended candidate once interviews were concluded.

The meeting closed at 8.26pm.

Payments for June 2023

			Nett	VAT	Payable		
	1.6.23	C Moore	Internal Audit	75.00		75.00	
	11.6.23	S Hunt	Salary - June	TBC		0.00	
	11.6.23	HMRC	June	TBC		0.00	
	11.6.23	S hunt	Homeworking June	26.00		26.00	
paid	31.5.23	S Hunt	May Salary	375.90		375.90	
		S Hunt	May working from home	25.02		25.02	£26.00 - 98p overpayment, viking february
paid	28/05/2023	Mark Andrew	Grounds work	1050.00		1050.00	