

**BRINTON PARISH COUNCIL**  
**Meeting Notice and Summons**

Notice is given to the public and Councillors of the Parish Council are summoned to attend a Parish Council Meeting of Brinton Parish Council in Sharrington Village Hall on Thursday 25<sup>th</sup> July 2024 at 6.15pm

*L.J. Jennings* Parish Clerk  
18<sup>th</sup> July 2024

Members of the Public are welcome to attend this Parish Council meeting

Please note that although the Parish Council does not officially record the meeting, recording of the meeting may take place as a right. If you intend to record the meeting, please advise the Clerk or Chair prior to the start of the meeting.

**AGENDA**

1. To receive apologies for absence
2. Declarations of Interest and any dispensations of disclosable pecuniary interests
3. Public questions, comments or representations *(on matters connected with this Agenda)*
4. Brinton Parish Council to discuss next steps towards co-option.
5. Approval of draft Minutes of the Annual Parish Meeting and Annual Parish Council Meeting held on 14<sup>th</sup> May 2024
6. Matters arising from those minutes
  - 6.1 To receive an update on the maintenance of the village milestone situated on the A148 and agree any action.
  - 6.2 To receive an update on the drainage at Jubilee Corner and on any other Highways issues.
7. To receive reports from District Councillor and County Councillor
8. Planning
  - 8.1 To discuss and make observations on any applications received:  
PF/24/0619 – Alteration and extension of attached garage and studio to facilitate conversion to habitable space to 1 The Street, Sharrington NR24 2AB.
  - 8.2 Update on applications:  
PF/24/0388 - Installation of solar panels on roof of detached garage to The Village Hall, The Street, Sharrington, Melton Constable NR24 2AB.
  - 8.3 To consider any Enforcement Matters and since publication of the agenda:
9. Finance
  - 9.1 To receive balance sheet and report on bank reconciliation
  - 9.2 To approve list of payments
    - 9.2a) Printer ink purchase by R. Hyslop for Parish Council work - £51.98
    - 9.2b) Sharrington Village Hall – Hire of Hall (April-May 2024) - £80.00
    - 9.2c) NALC postage for Good Councillors Guide - £2.40
    - 9.2d) NALC Payroll services 2024/25 – 1 employee for 9 months - £86.40
    - 9.2e) Clerk attending the NPTS Autumn Seminar at a cost of £56 on 18<sup>th</sup> October 2024.
    - 9.2f) Donation to the Local Lynx Paper.
    - 9.2g) Clerks salary and expenses -
    - 9.2h) Confirmation that Sarah Haydon has agreed to act as Independent Auditor in the absence of a current Brinton Parish Councillor.
10. Policies for adoption and approval
  - 10.1 To receive the draft Biodiversity Policy.
  - 10.2 To receive the draft Working from home Policy.
  - 10.3 To receive the draft Standing Order's.
11. To discuss the change of name from Brinton Parish Council to Brinton & Sharrington Parish Council.

12. To deal with any correspondence
  - 12a) Retirement of Steve White, Norfolk County Council Highway Engineer
  - 12b) Raising awareness for Himalayan Balsam
  - 12c) To receive an invitation from Norfolk County Council to bid for the Parish Partnership Scheme 2025/26.
  - 12d) New draft Housing Allocation Scheme – views sought
  - 12e) Safety of Lithium-ion Batteries and e-bikes and e-scooters
13. To receive a copy of the minutes from Stody with Hunworth Parish Council regarding the proposed changes to the Hunny Bell PH in Hunworth.
14. Matters for information only or next agenda
15. To receive a report on the Flood Management Conference held by the Campaign for Rural England (CPRE).
16. To agree date of and to discuss the next meeting
17. ***Resolution to close the meeting to the press and public under the Public Bodies Admission to Meeting Act 1960 s.1.2.***
18. To discuss staff matters.