

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 26th September 2024 at 6.15pm

L.J. Jennings
Parish Clerk
19th September 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. To discuss next steps towards co-option.
5. Approval of draft Minutes of the Parish Meeting held on 25th July 2024 and the Extraordinary Parish Council Meeting held on 19th August 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 any updates on 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:
None received to date.
 - 8.2 Update on applications:
 - a) PF/24/0619 - Planning Decision for: 1 The Street, Sharrington, Melton Constable, Norfolk, NR24 2AB, to convert the existing garage and studio to a two-storey front and single storey rear extension mirroring the extension on the right of the original building.
 - b) PF/24/1479 - Change of use agricultural building to shop/café (Class E), with associated external alterations; alterations to car park layout. Sharrington Strawberries, Holt Road, Sharrington, NR24 2PH.
 - c) PF/24/0686 - Erection of single-storey side and rear extension to dwelling - Copper Beeches, The Street, Sharrington, Melton Constable, NR24 2AB.
 - 8.3 To consider any Enforcement Matters since publication of the agenda:
 - a) To receive an update Knockavoe New Road Sharrington Melton Constable NR24 2PL.
9. Finance
 - 9.1 To receive balance sheet and report on bank reconciliation
 - 9.2 To approve list of payments
 - 9.2a) Clerks salary and expenses –
 - 9.2b) Notification of exempt status – AGAR.
 - 9.2c) To discuss the role of Internal Controller.
 - 9.3 To receive the Budget v Actuals for 6 month period.

10. Policies for adoption and approval
 - 10.2 To receive the draft Working from home Policy.
 - 10.3 To receive the draft Standing Order's.
 - 10.4 To receive the draft Financial Regulations
 - 10.5 To receive the draft Disciplinary and Grievance Policy
 - 10.6 To receive the Display Screen Equipment (DSE) Workstation review by the Clerk and approve.
11. To discuss the change of name from Brinton Parish Council to Brinton & Sharrington Parish Council.
12. To deal with any correspondence
 - 12.1 Letter of thanks from Local Lynx
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. To discuss the Parish Council's email addresses.
14. Matters for information only or next agenda
15. To agree date of and to discuss the next meeting