

BRINTON & SHARRINGTON PARISH COUNCIL
Minutes of Parish Council Meeting

DATE: Thursday 26th September 2024
TIME: 6.15pm
PLACE: Sharrington Village Hall
PRESENT: Cllr D. Hyslop (Chair), Cllr. S. Gray, Cllr. R. Hyslop
IN ATTENDANCE: Mrs. L. Jennings (Clerk)
 District Cllr. Andrew Brown
 6 members of the public

The meeting was opened by the Chair at 6.15pm who welcomed everyone.

1. **To receive apologies for absence**
 Apologies were accepted from Cllr O’Kane.`
2. **Declarations of interest and any dispensations of disclosable pecuniary interests**
 None

The meeting closed for Public Participation

3. **Public questions, comments or representations**
 1. A Sharrington resident reported that they had a very near miss at the entrance to the Strawberry Farm Shop and had seen a car overtaking a lorry almost hitting another vehicle. The resident felt this underlined the objections towards the recent planning application on highway grounds. It was reported that the Agent for the planning application has asked the planning department for extra time. Two years ago, the existing barn/storage unit was approved with permitted development status meaning that Highways could not comment at that time. The question of mains drainage has not been addressed with concerns how the system would cope. Cllr Gray thanked the Chair for the work she had done on submitting the response from the Parish Council with regard to the Strawberry Fields planning application.
 2. A resident reported that the large pothole at Brinton has now been repaired.

On the proposition of Cllr R. Hyslop, seconded by Cllr S. Gray the meeting reopened.

4. **Discussion towards Co-Option**
 Councillors are very busy updating Policies and working on the budget for the next financial year. Councillors felt it would be better to have the completed policies and budget in place before co-opting and agreed to defer until the New Year.
5. **Approval of Draft Minutes of the Parish Council Meeting of 25th July 2024 and the Extraordinary Meeting of 19th August 2024.**
 Proposed by Cllr Hyslop, seconded by Cllr Gray, approved and signed by the Chair.

6. **Matters arising from those Minutes**

6.1 The Milestone. The Clerk has written to County Councillor Dalby who responded saying he would possibly be able to help. The Milestone Society has offered £100 towards the cost of repair. The Clerk will chase both of these.

6.2 Highways issues. The Clerk has written to the Highways Engineer regarding the finger posts but has heard nothing to date. The Clerk will chase. The Chair suspended the meeting to allow a member of the public to speak. They reported that the large road sign on the A148 towards Langham is missing, The Clerk will report this. The Chair reopened the meeting.

7. **Reports**

To receive reports from County Councillor and District Councillor

County Cllr. Michael Dalby – report received and placed on the website.

District Councillor Andrew Brown reported that a decision has been made on an enforcement case on A148 in Bale. The decision went to Appeal with the Inspector not convinced that the property is permanently occupied. North Norfolk District Council (NNDC) are looking at different options. Volunteers are sought as County First Responders in the area.

Nutrient Neutrality – Cllr Brown said he would follow up as to whether Sharrington and Brinton are covered in the scheme. Cllr Brown thought residents of this parish should be, but we had received a response to say that we were not in a designated catchment area.

Norfolk County Council is proposing to introduce a booking system for the public to visit the Recycling Centres. The Clerk will write to County Councillor Dalby on behalf of the Parish Council and Residents to voice their disapproval.

8. **Planning**

8.1 To discuss and make observations on any applications received after the date of this Agenda

Nothing received to date.

8.2 To receive update on other applications

- a) PF/24/0619 – Planning decision for: 1 The Street, Sharrington, Melton Constable, 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. This application is Permitted.
- 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. No further updates from the Planning Department have been received.
- c) PF/24/0686 – Erection of single-storey side and rear extension to dwelling – Copper Beeches, The Street, Sharrington, Melton Constable, NR24 2AB. The Parish Council has written to NNDC Planning Department with regard to the removal of the hedge. The Planning Department cannot impose a condition to prevent the removal of the hedge as this would be considered unreasonable and not necessary, due to the development being compliant without any works being undertaken to the hedge.

8.3 To consider any Enforcement Matters

The Clerk has written to the Enforcement Officer with regard to Knockovoe, New Road, Sharrington who has responded that the owners have agreed to put in a more planting to produce a hedge as conditioned and reinforced at Development Committee which will be carried out in the next planting season. This will take a while to grow up but should hopefully screen the fence and resolve the issue. Councillors will continue to monitor.

9. Finance and Regulatory

9.1 To receive balance sheet and report on bank reconciliation

The report was duly circulated before the meeting and approved by the Chair.

9.2 To approve payments

It was proposed and resolved to approve the following payments. The cheques would be signed after closure of the meeting:

9.2a) Clerks salary and expenses - £690.00. On the proposition of Cllr Gray, seconded by Cllr D. Hyslop that the Clerks salary payment is approved. All in favour.

9.2b) Notification of receipt of the Notification of Exemption status of the Agar.

9.2c) The Position of Internal Controller – unfortunately this cannot be done by the Locum Clerk and has to be a Councillor who is not a cheque signatory. As the Parish Council has few Councillors the Clerk will write to Norfolk Association of Local Councils (NALC) & Norfolk Parish Training & Support (NPTS) for advice. All councillors agreed to monitor and periodically check the accounts and bank statements provided by the clerk.

9.3 Budget versus Actuals

The Clerk presented the Budget v Actuals to end of September 2024. This will be the basis for setting the Budget at the next meeting.

10. Policies for adoption and approval

The following Policies are still being worked on – Standing Orders, Financial Regulations, Disciplinary and Grievance. These will be presented to the next Parish Council meeting.

The Clerk has completed her Display Screen Equipment (DSE) Workstation review which has been passed to the Chair for approval.

11. Change of name for Brinton Parish Council

On the proposition of Cllr Gray, seconded by Cllr D Hyslop that the name of the Parish Council will now be Brinton and Sharrington Parish Council. All in favour. The Clerk will implement the changes.

12. To receive any correspondence

12a) A letter of thanks has been received from Local Lynx for the donation.

13. Report on proposed changes to the Hunny Bell PH, Hunworth

The Clerk gave an update on the position of the Hunny Bell PH. To date the PH is not for sale although 140 residents have raised £750,000 should they be able to purchase it as a Community Asset.

14. The Parish Council's email addresses

On the proposition of Cllr R. Hyslop, seconded by Cllr Gray that the Parish Council changes its domain name to: .gov.uk. The standard registration cost is £112 + vat for two years (£56 + vat per year). The Government are funding £100 +vat which reduces this to £12 + vat. All in favour. The Clerk was asked to notify the appropriate bodies.

15. Matters for Information Only or Next Agenda**15.1 Draft Policies:**

- I. Standing Orders
- II. Working from Home
- III. Financial Regulations
- IV. Disciplinary and Grievance
- V. Vexatious Policy

15.2 Other Policies and Priority list**15.3 Permission to have a locked cabinet in the Village Hall.****16. To agree date of next meeting**

Agreed the next meeting would be on 28th November 2024 at 6.15pm.

There being no further business the meeting ended at 7.50pm

Signed

Date