

Minutes of the Parish Council Meeting of Brinton and Sharrington Parish Council

Held on Thursday, 31st July 2025 in Sharrington Village Hall at 18:15

Present: Cllr D Hyslop (Chair), Cllr R Hyslop, Cllr S Gray, Cllr L O’Kane,
Parish Clerk – Linda Jennings,
District Councillor – Andrew Brown (part)
Attendance: 3 members of the public

1. Opening of Meeting

The meeting was opened at 18:15 by Cllr D Hyslop (Chair), who welcomed all attendees.

2. Apologies for Absence

No apologies were received.

3. Declarations of Interest and Dispensations

No declarations of interest or requests for dispensations regarding disclosable pecuniary interests in any agenda items were received.

4. Public Participation

Queries were raised on revised orientation of the garage, access to the garage and that there were no dimensions provided. It was queried why Brook House was mentioned regarding the access. There have been no comments from the Planning Department regarding the trees that are currently on the site which includes a white mulberry. At least 5 of the trees will need to be removed to allow for the garage to be built. Concern was raised about what might happen in the future regarding Brook House and other building. The chalk stream remains a concern.

A member of the public asked if there was any update on Copper Beeches and the connection of the sewage system to the pipework under Jubilee Corner. To date nothing has been heard, and the owner has to prove that the system would work satisfactorily.

5. Approval of Previous Minutes

The minutes of the Annual Parish Meeting and the Annual Parish Council Meeting held on 22nd May 2025, and the minutes of the Extraordinary Meeting held on 13th June 2025 were proposed for approval by Cllr R Hyslop, seconded by Cllr S Gray, and duly approved and signed by the Chair.

6. Matters Arising from Previous Minutes

- Filing Cabinet: On the proposition of Cllr L. O’Kane, seconded by Cllr S. Gray, the Parish Council Clerk signed the contract from the Village Hall committee for storing a filing cabinet. All were in favour. The Clerk will purchase a four-drawer filing cabinet with keys up to the value of £100. She will also arrange some name stickers to identify the cabinet.
- Milestone Update: The Council requested start of the project, subject to receiving the final quote, asap.
- Bench at Brinton: Friends of Brinton have requested that they have ‘accountability’ for the Brinton Bench including ‘repair, insurance and ultimately replacement.’ They have asked for a donation of £200 towards the purchasing and laying of slabs to situate the bench. Following a discussion

Councillors agreed to make a one-off payment of £200 towards the bench. On the proposition of Cllr L. O’Kane, seconded by Cllr S. Gray this was unanimously approved. The Clerk will remove the bench from the Asset Register and the insurance.

- Issues arising from drainage in Sharrington: The Chair and Clerk had had a meeting with the Russell Williams, Head of Planning at North Norfolk District Council (NNDC) and District Councillor Andrew Brown. We expressed our concerns that the Parish Council comments were not taken into account and that the matter of drainage, bearing in mind the flooding issues, should have been investigated before planning permission was granted and at the very least conditioned accordingly. We have asked for Mr Williams involvement to get the matter of drainage sorted asap. We did also discuss asking Highways and various bodies to do further investigations, particularly of the pipes and those under the field leading down to Thornage. and to ask Highways if they would put a camera down as they previously have done. Discussed also whether the pipes under Jubilee Corner need checking following the impact of lorries as a result of work at Copper Beeches. Highways had said some time ago they were going to provide concrete aprons to these pipes. The Clerk will arrange a meeting with Highways and the Environment Agency to find out how to keep the ditches and pipework flowing. Also speak to the Environmental Health Department at NNDC. It appears that the pipe opposite the Methodist Chapel needs flushing out. The ditch at Thornage Road has been cleared.

7. Reports from County and District Councillors

A Report from District Councillor Andrew Brown was received prior to the meeting, circulated to members, and published on the website. District Councillor Brown arrived later to the meeting.

8. Planning

- 8.1 To consider plans at the time of publishing – Homestead, Brinton. Ongoing with no feedback received and extension of time.
- 8.2 To consider plans since publication of the agenda – none received.
- 8.3 To consider outcomes of planning – PF/25/0034 – Erection of single storey rear extension to dwelling following removal of conservatory, external alterations to detached garage to facilitate conversion to home office – 1 The Street, Sharrington, NR24 2AB. PERMIT.
- 8.4 To consider any enforcement matters – A148 layby. There appears to be a person living on site who has made a new entrance to the layby onto the A148. The Clerk will write to Highways regarding this and the danger of making an unauthorised access onto A148 which is fast and busy stretch of road and copy in the County and District Councillors. The enforcement for Knockovoe will be discussed at the next meeting.

9. Finance and Regulatory

- 9.1 To receive the balance sheet and report on bank reconciliation.
- 9.2 To approve the list of payments as follows:
 - 9.2.i Clerks Salary - £657.00 + Expenses - £174.80 = £831.80
 - 9.2.ii Sharrington Village Hall – Hire of Village Hall - £24.00
 - 9.2.iii Bank of Scotland – Invoice for Bank Charges - £4.25
- 9.3 To receive income of £40.00 from the Bank of Scotland in recompense for difficulties the Clerk had with dealing with the Bank of Scotland.
- 9.4 The Clerk will investigate opening a Deposit Account with Bank of Scotland and Online Banking will be discussed at the next meeting.

10. Policies and Training

- 10.1 The updated IT Policy was APPROVED on the proposition of Cllr Gray, seconded by Cllr O’Kane approved.

11. District Councillor report

District Councillor Andrew Brown’s report for July has been circulated and placed on the website.

District Councillor Brown reported that Building Control at the District Council may impose conditions on Copper Beeches to make efficient use of the surface water capture without impacting on the flooding issue at Jubilee Corner. District Cllr Brown reported that a local farmer had commented that historically it would have been better to have kept the area as an attenuation pond and not have filled it in.

Homestead at Brinton – Landscape Officer still assessing trees on the site. Awaiting biodiversity and landscape report. There has been a relaxation in the objection from Conservation and Design regarding the roofline being reduced. Cllr Brown reported that if this application does receive Officer approval, it will probably then go to committee.

A148 Layby - District Cllr Brown reported that the Planning Inspectorate had given his verdict. Any new access and overnight occupation would be in breach of his conditions. Proof had to be supplied, and the District Councillor thanked a resident for supplying photographic evidence which the District Councillor would pursue with enforcement team.

12. Training

Councillors agreed to have a group training session with NPTS with possible dates being 23rd, 30th September or 7th October. There are 11 topics that Councillors can be trained on, of which they need to choose 6. The Chair will also attend a training course at The Costessey Centre.

13. Speed Limit B1110 Holt Road

Councillors discussed the possibility of asking for the speed limit to be reduced but felt that alternatives may help. Councillor Brown provided advice on the process and reports required together with approx. costs of pursuing a change in speed limits. The Police have been asked to monitor speed of traffic at this section of the road.

14. Correspondence

Notification has been received of the Parish Partnership Scheme for 2026/2027 from Norfolk County Council.

A question was raised over the numerous advertising signs that have appeared on the roadside, especially the A148. The Clerk will ask Highways to have a sweep and remove them.

15. Items for the next Agenda

- 15.1 Policies – to discuss which ones are necessary.

16. Date of the next meeting

The next meeting will be on Thursday 2nd October 2025.

Meeting closed at 9.00pm

Signed

Date