

# RINGLAND PARISH COUNCIL

## NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend the meeting of the Parish Council  
to be held in

**Ringland Village Hall on Thursday 21 November 2019 commencing at 7.30pm**  
for the purpose of transacting the following business

## AGENDA

### WELCOME

1. To receive apologies for absence
2. Co-option. To receive written applications for the office of Parish Councillor and to co-opt a candidate to fill the existing vacancy. (supplied information CONFIDENTIAL)
3. Declarations of Interest and Dispensations
4. To receive approval of minutes of the meeting held on 5 September 2019
5. To receive information on matters arising from the minutes not covered elsewhere on the agenda.
  - Village Hall surface matting for parking – Agenda item
  - Earth Bund Church Hill Common – NA
  - Removal of telephony from adopted kiosk – LC
  - Re-location of defibrillator to include possible funding – Agenda item
  - Ringland Bridge Watch – FA
  - Councillor Training – Agenda item
  - Concrete section from H/W at Village Hall driveway – Agenda item
  - Lack of service from Area Highway Officer - PK
6. To adjourn the meeting to allow members of the public and councillors with pecuniary interests to speak
7. To receive a report from the police
8. To receive any written or verbal reports from County & District Councillors
9. To receive any written and verbal reports from the clerk & members in respect of items not covered elsewhere on this agenda
10. Finance
  - 10.1 – To receive confirmation of verification of invoices from bank signatories.
  - 10.2 – To confirm Bank Reconciliation
  - 10.3 – To approve Schedule of Receipts and Payments

**(i) Receipts.** To note monies received

|                                       | £       |
|---------------------------------------|---------|
| 21. Canoe Permit. Permit 8/19         | 5.00    |
| 22. Canoe Permit. Permit 9/19 & 10/19 | 10.00   |
| 23. Canoe Permit. Permit 11/19        | 5.00    |
| 24. Canoe Permit. Permit 12/19        | 5.00    |
| 25. Canoe Permit. Permit 13/19        | 5.00    |
| 26. BDC. Precept Second instalment    | 2888.00 |
| 27. Jazzology. VH hire                | 48.00   |
| 28. Hirer. VH hire 23 Feb 2020        | 45.50   |

**(ii) Payments.** To authorise schedule of payments (\*Retrospective)

|  |        |
|--|--------|
| 27. Clerk. Contractual & admin expenses July & Aug (from 25 June)* | 122.61 |
| 28. B J Kidd. VH Clean July & Aug*                                 | 96.00  |
| 29. NPF. Sept conts*   | 66.39  |
| 30. Clerk. Sept salary*  | 224.08 |
| 31. NPF. Oct conts*  | 66.39  |
| 32. Halls Power Equip. Lawn Mower service parts                    | 117.22 |
| 33. Indigo Waste. Bottle Bank July – September                     | 24.00  |
| 34. BT. Telephone Kiosk adoption                                   | 1.00   |

|     |  |        |
|-----|--|--------|
| 35. | SLCC. Contribution Clerk membership            | 52.00  |
| 36. | Netnerd. Domain name renewal 28/9/19-27/9/20   | 14.39  |
| 37. | AF Affinity. VH elect. 28 May- 27 Aug          | 167.39 |
| 38. | AF Affinity. VH elect. 28 Aug- 30 Sept         | 61.99  |
| 39. | Clerk. Oct salary                              | 224.08 |
| 40. | Hirer. Refund VH hire 28 Sept                  | 20.00  |
| 41. | SJB Safety Solutions. VH Risk assessments      | 250.00 |
| 42. | B J Kidd. VH Clean 6/20 Sept & 4/18 Oct        | 96.00  |
| 43. | Clerk. Contractual & admin expenses Sept & Oct | 100.49 |

**11. To receive correspondence/administration and agree action and/or response**

- 11.1 – To consider reinstatement of ‘lining’ for area near to recycling banks.  
Photos supplied
- 11.2 – To receive report from Cllrs Adams & Cooper in respect of Draft Standing Orders and to consider recommendation(s)
- 11.3 – To consider information from Cllr Fisher sourced for the next stage of matters relating to council owned trees – to include
  - Annual tree assessment
  - Tree wardens
  - Easton College engagement
- 11.4 – To consider delegation to oversee work and administration of parish tree wardens
- 11.5 – To consider delegation of management of the Management Plan the subject of Entry Level plus Higher Level Stewardship Scheme
- 11.6 – SNAP. To receive a briefing from appointed representative of meeting 25 September
- 11.7 – To consider establishment of working party (suggest min 3 persons) to undertake a review of byelaws with respect to intentions and current effect.
- 11.8 – NWL. To receive an update in respect of matters since the last meeting – to include NWL LLG meeting 17 September & subsequent questionnaire
- 11.9 – Local Government Boundary Commission. To consider consultation on division boundaries for Norfolk County Council (close extended to 13 Jan 2020)
- 11.10 – SAM2 Signs. To note re-commencement of Shared Sign Scheme and to ratify volunteer co-ordinator appointment and determine effective locations for RPC from the approved locations
- 11.11 – Training. To consider options supplied and costs for group training – delivered as joint session(s) with Gt Witchingham PC
- 11.12 – To consider NCC Consultation – Norfolk Fire & Rescue Service draft Integrated Risk Management Plan (IRMP) 2020-2023. (Closes 10 Dec 2019)
- 11.13 – To consider NCC Budget Consultation 2020/21 - Proposal to maintain existing Recycling Credit rate for 2020/21. (closes 10 Dec 2019)
- 11.14 – NPF. To note valuation exercise and consider consultation on the draft Funding Strategy Statement (FSS) (closes 31 Dec 2019)
- 11.15 – To consider parishioner request for hire of PC owned tables and chairs for private outdoor party – Saturday 11 July 2020.
- 11.16 – To consider request for metal detecting on Council owned land
- 11.17 – To authorise payment for Clerks excess hours (6) worked in respect of Bank Mandate and Third Party Authorisation issues.
- 11.18 – Village Hall. To consider establishment of working party (suggest min 3 persons) to review documents for Risk Assessments, Terms & Conditions of Hire, 2020/21 Hire Rates & Hall promotion
- 11.19 – Defibrillator. To receive an update from Mr Adams on matters to date to include possible funding (Mrs Cooper/Mr Bulman) and to ratify purchase of new machine
- 11.20 – Village Hall Surface matting and concrete section from Highway. To receive an update from Mr Adams on matters to date and to ratify additional work and associated cost

**12. To consider planning applications and matters as listed and/or planning applications or matters received after the agenda was published**

12.1 – Applications. Unless otherwise stated applications are available to view online at [www.broadland.gov.uk/plans](http://www.broadland.gov.uk/plans) by inserting the application number

- 20191485 - The Old Manse 33 The Street Ringland.  
Conservatory to Front

To ratify response of 'no objection' taken to meet consultation deadline

12.2 – Norfolk Minerals & Waste Local Plan: Preferred Options Consultation

To note consultation and to ratify no representations made.

12.3 – Dudgeon and Sheringham Shoal Offshore Wind Farm Extensions – EN010109  
EIA Scoping Notification and Consultation

To note consultation and to ratify no representation made but questions asked

**13. Exchange of Information**

**14. To confirm time and venue of next council meeting on Thursday 16 January 2020**

**THE PRESS & PUBLIC ARE INVITED TO ATTEND AND THE MEETING ALLOWS FOR PUBLIC PARTICIPATION AT AGENDA ITEM 6.**

*In the interests of openness and transparency, Councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting informs the Council beforehand so appropriate arrangements can be made to facilitate the recording.*

*.....Mrs Patricia Kirby..... Dated 14 November 2019.*

Clerk to the Council & Responsible Financial Officer

***Note to Members – Register of Members Interest.***

***Should any change need to be made to your declaration please be reminded that this should be actioned within 28 days of the change***

**List of correspondence not circulated at meeting 21 November 2019**

BDC Planning Enforcement Update Aug, Sept, Oct 2019

Disability Network Norfolk Group NCC Charging Policy Changes

Norfolk ALC Bulletin - 19 September 2019

NWL LLG Agenda Minutes, presentation and questionnaire for NWL LLG on 17/09

Norfolk ALC Bulletin - 2 October 2019

BDC Broadland and South Norfolk Business Awards

Hornsea Three Update

Norfolk ALC Bulletin - 10 October 2019

Norfolk PTS Autumn/Winter council training

Came & Co. Council Matters Autumn 2019

NPF Employer Forum Tuesday 26 November 2019

Norfolk ALC Bulletin - 23 October 2019

BDC Rough Sleeper Count November 2019

Norfolk ALC Bulletin - 6 November 2019

CPRE November Norfolk Voice out now

NWL surveys undertaken

Communication re national community energy campaign

Parish Plan Survey: Weston Longville/Attlebridge/Morton

Proposed Meeting: Hockering Parish Council - A47 North Tuddenham to Easton Improvements

BDC Communication Village Halls Week 2020 – Join the celebration

Donation request Norfolk Citizens Advice (response sent unable to donate at this time)

128 FAKENHAM ROAD TAVERHAM NR8 6QH

email: [parishclerk@ringlandparishcouncil.com](mailto:parishclerk@ringlandparishcouncil.com) Tel 01603 860671 (answer machine)

[ringlandparishcouncil.com](http://ringlandparishcouncil.com)