

**MINUTES OF MEETING OF BRINTON PARISH COUNCIL**  
**Held on Thursday 17<sup>th</sup> November at 7pm in Sharrington Village Hall**

Present: Cllr D Hyslop (Chair), Cllr R Hyslop, Cllr E Harland, Cllr M Bishop (Vice Chair)  
and Cllr A Brewer

Attendance: Cllr Andrew Brown - North Norfolk District Council  
Karen Orgill – Parish Clerk  
3 members of the public

The meeting was opened at 7pm by Cllr D Hyslop (Chair) who welcomed all to the meeting and introduced Karen Orgill as the new Parish Clerk and gave a big thank you to Sarah, as the previous Locum Clerk, for all her hard work and expertise.

1. To receive apologies for absence – Cllr E O’Kane and Cllr P North
2. To receive any declaration of Interest and agree any dispensations of disclosable pecuniary interests - None
3. To approve the minutes of the meeting held on Thursday 21<sup>st</sup> July 2022 – These were proposed by Cllr M Bishop, seconded by Cllr E Harland and were duly approved and signed by the Chair.
4. Matters arising from those minutes - None
5. To receive reports from County and District Councillors -  
Norfolk County Council - Cllr. M Darby – no report received.

North Norfolk District Council – Cllr A Brown had sent his report prior to the meeting, which had been circulated. He further reported that NNDC had made it clear to Serco (Bin Collection Contractor) that the service must improve following incidents of vehicles breaking down, late rescheduling and lack of staff. He emphasised to the meeting that a missed bin is the ‘day after tomorrow’ and advised parishioners to leave their bins out for collection. However, Serco did perform well throughout Covid and improvements to services will help keep costs down.

Cllr Bishop raised her concerns about support for parishioners and Cllr Brown mentioned the groups included within Community Connectors, but they were only funded until March 2023. Website - <https://www.north-norfolk.gov.uk/tasks/your-community/community-connectors/>

6. Public questions, comments or representations - The following comments were made by members of the public -
  - (a) Planning Application for Michael’s House - Two parishioners commented that they were shown the plans by the owners before being submitted, they liked the plans and stated that the owners do want to live in the village, are committed to wildlife and are keen to keep the fruit trees. One parishioner highlighted that the village does want something done with Michael’s House and explained that the middle part of the cottage is historic and possibility dates back to the 15<sup>th</sup> century.  
The Chair informed the meeting that the history of the property is being looked at and we are awaiting the Conservation Department’s input and advice in order to get the most sympathetic design for the property, which might necessitate an alteration to the existing plans.  
Cllr Brown informed the meeting that there are delays to planning applications due to Natural England’s new guidance sent out in March 2022 for ‘Nutrient Neutrality’ and the impacts on The River Wensum and The Broads.

(b) The Churchwarden for All Saints Church, Sharrington asked whether the parish council would increase their contribution to the cutting of the grass in the churchyard, see agenda item 10.1.

The Chair closed the public session.

7. Planning

7.1 To discuss and make observations on any applications received after the date of this Agenda - None

7.2 Update on other applications:

PF/22/1426 Two storey side extension to replace existing single storey extension, removal of front Leylandii hedge and relocation of vehicle access and parking place - Bramblings, The Street, Sharrington. Approved 3<sup>rd</sup> October 2022 – noted at the meeting.

*PF/22/1402 First floor extension and external alterations to dwelling; external alterations including replacement roof to attached domestic workshop – Michael House, Bale Road, Sharrington NR24 2PG.* Still awaiting a decision – noted at the meeting. Cllr Brown informed the meeting that the main reason for the delay is Historic England assessing the property against criteria for the National Heritage List for England and awaiting advice from the Conservation Department.

7.3 Enforcement Matters

Update – *Primrose Grove, Thornage Road, Sharrington* – The Parish Clerk was asked to pass Cllr Brown details regarding the background to this case.

*PF/20/1278 Removal of Condition 3 (hedge retention) of planning permission PF/93/0561 to regularise position following removal of hedge – Knockavoe, Sharrington.* Status Decided – Refuse 25/5/22. Cllr Brown explained that Enforcement had agreed with the applicant that the fence should be moved inwards and a hedge planted in front of the fence in line with the recent NNDC decision. It was agreed that the planting which has taken place did not constitute a hedge and Enforcement would continue to monitor the situation.

7.4 To agree responses to NNDC’s planning consultations – The Chair informed the meeting that the deadline was 30<sup>th</sup> November, responses were agreed by the parish council and the parish clerk was instructed to complete the questionnaire online before the deadline.

Cllr Brown reported that NNDC’s Glaven Valley Conservation Area Review would start on the 21<sup>st</sup> November and end on 20<sup>th</sup> January 2023. The Chair together with the parish clerk will produce a draft for an extension of the boundary in Sharrington. The Vice Chair will check with Brinton residents whether they were happy with the alterations made in the draft proposal and whether they wished to comment further.

8. Sharrington Parish Council Noticeboard – replacement of posts – The parish clerk was asked to contact builders for quotations and discussions took place regarding the preservation of the posts and the noticeboard. Cllr Brown recommended applying to NNDC’s Sustainable Communities Grant Fund and the parish clerk confirmed an application would be made.

9. Highways and Footpaths

9.1 Update on any NCC’s Highways matters - The parish clerk informed the meeting that ‘Slow Signs’ at Sharrington Hall had been identified for action by NCC’s Highways but

there is 'no action' for the Strawberry Farm Slip Road nor Bale Road resurfacing as NCC have assessed that the defect does not currently meet their intervention criteria.

- 9.2 Matters needing reporting  
Aerial 'blow-up' at Sharrington Farms Slip Road

## 10. Finance and Regulatory

- 10.1 To consider increased donation for maintenance of Sharrington Churchyard – A discussion took place to increase the donation from £150 to £250. A decision for £250 was proposed by Cllr R Hyslop, seconded by Cllr A Brewer and the decision passed unanimously.
- 10.2 To approve any payments – These were proposed by Cllr R Hyslop and seconded by Cllr A Brewer.

Chq No.	Supplier/individual name	Gross
10456	CPRE - Annual Membership 3/8/22-2/8/23	36.00
10457	Sharrington PCC/All Saints Church	250.00
10458	Sarah Hayden, Locum Clerk - 30/6 to 4/11/22	1,054.08
10459	Microsoft Office 365 - one year 13/12/22 to 11/12/23	59.99
10460	Sharrington Village Hall - 3rd Oct and 17th Nov 2022	20.00
10461	Elaine Henderson - Cutting Village Green	105.00
	<b>Totals</b>	<b>1,525.07</b>

The parish clerk was asked to check with Sharrington Village Hall that all invoices had been sent in.

- 10.3 To receive balance sheet and report on bank reconciliation – to be sent out to Councillors when the Parish Clerk has been given view-only access to the bank account.
- 10.4 To agree budget and set precept for 2022-23 – The parish clerk will finalise the budget when all invoices are known. A discussion took place on the necessity to increase the precept taking into account the costs of a possible election next year and increased costs to cover the parish clerk's salary. Cllr R Hyslop proposed the Precept be increased to £5,000, if necessitated, Cllr Brewer seconded the decision and all agreed. The parish clerk was asked to contact NNDC regarding election costs for May 2023.
- 10.5 To consider for adoption - The Model 2020 Code of Conduct – to be postponed until January's meeting.
- 10.6 To consider signing up to "The Civility and Respect Pledge" - to be postponed until January's meeting.
- 10.7 To consider and approve basis of Asset Register valuations 2022-23 – The parish clerk to provide 'replacement values' to support the valuations in readiness for January's meeting.
- 10.8 To consider internet banking – The parish clerk will identify what is required and further discussions will take place in January's meeting.

11. To deal with any correspondence
  - 11.1 Completion of Rural Mobility Survey – Cllr Bishop volunteered to complete the survey on behalf of the parish council.
  - 11.2 Boundary Commission for England – 2023 Boundary Review – Cllr Brown explained that the Priory and Stody wards will now be consolidated within the new North Norfolk Constituency boundary resulting in the proposed North Norfolk Parliamentary Constituency comprising of 27 whole North Norfolk District Council wards. The Broadland constituency is proposed to for naming as the Broadland and Fakenham Constituency and it will include the two North Norfolk District Fakenham (Lancaster North and South) wards, Stibbard Ward, The Raynhams and Walsingham wards as well as 18 wards from the Broadland District Council area.
  - 11.3 Norfolk ALC email.gov.uk pilot scheme – The parish clerk was asked to find out more information about the pilot scheme.
  
12. Matters for information only or next Agenda –
  - 12.1 Bench outside Village Hall
  
13. To arrange date of next meeting – Thursday 19<sup>th</sup> January 2023

Meeting finished at 9.25pm