

**MINUTES OF MEETING OF BRINTON PARISH COUNCIL**  
**Held on Thursday 19<sup>th</sup> January 2023 at 7pm in Sharrington Village Hall**

Present: Cllr D Hyslop (Chair), Cllr R Hyslop, Cllr M Bishop (Vice Chair) and Cllr P North  
Attendance: Cllr Andrew Brown - North Norfolk District Council  
Karen Orgill – Parish Clerk  
7 members of the public

The meeting was opened at 7pm by Cllr D Hyslop (Chair) who welcomed all to the meeting.

1. To receive apologies for absence – Cllr E O’Kane, Cllr E Harland and Cllr A Brewer
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 17<sup>th</sup> November 2022 – These were proposed by Cllr M Bishop, seconded by Cllr R Hyslop and were duly approved and signed by the Chair.
4. Matters arising from those minutes – Internet Banking will be discussed in March’s meeting.
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 the two Levelling-up bids (Swimming pool in Fakenham and Seafront in Cromer) were unsuccessful. The normal bin collection is now including collecting dead batteries for cycling and collecting small electrical items. Updates on Michael House will be given at agenda item 7 and Glaven Valley Conservation Area Appraisal at agenda item 8.

6. Public questions, comments or representations - The following comments were made by members of the public -  
A parishioner expressed his concern at the lack of publicity and information/maps about the Glaven Valley Conservation Area Appraisal and Management Plan and in May 2022 they were told that Sharrington should be recognised but hadn’t been included in the above plan. He emphasised Sharrington’s heritage assets and Grade II listed buildings which should have been included in the Conservation Area but weren’t and therefore they must be included in the above plan. A parishioner informed the meeting about their concerns about the new Habitat Regulations Assessment (HRA) requirement to demonstrate water neutrality and the impact it would have. A parishioner highlighted his concerns at the volume of lorries driving through the village, Bale Road potholes, possibility of sewerage leaching into the springs of the chalk River Glaven and queried the use of Oak for the noticeboard posts. A parishioner informed the meeting that within the Glaven Valley there were originally 16 water mills (one of which was in Sharrington) but now only the Letheringsett water mill remained.  
Two parishioners informed the meeting that a tree survey had been completed and 4 new Oak trees will be planted and that the build of their extension mirrored other properties within village being flint at the bottom and brick at the top,

The Chair closed the public session.

## 7. Planning

## 7.1 To consider plans at the time of publishing:

PF/22/1402 Michael House, Bale Road, Sharrington

Brinton and Sharrington Parish Council made a unanimous decision to **support** the application.

The parish council are happy with the redesign and thanked the applicants for working with the District Planners to achieve the outcome. The Parish Council understand that a condition will be placed to ensure that any hedging removed for builders vehicle access, will be replanted with native species.

## 7.2 To consider plans since publication of agenda: None

## 7.3 To consider outcomes of planning – approved/withdrawn by the District Council: None

## 7.4 To consider Enforcement Matters since publication of agenda: None

## 8. Glaven Valley Conservation Area Appraisal and Management Plan

The Chair informed the meeting that the Glaven Valley Conservation Area Appraisal and Management Plan had very important issues for Sharrington but had been poorly advertised.

Both Cllr D Hyslop and Cllr M Bishop attended a Public Consultation at Holt, but the information and maps given at the meeting were poor and the details were confusing. The Chair had asked the parish clerk to ask for an extension to the end of January 2023 to allow sufficient time for a report to be written to include Sharrington village, its boundaries, its hinterlands and the importance of the springs of the River Glaven. It was noted that sections of land in Brinton had also been excluded and it was pointed out that incorrect photos had been included in the plan. Cllr Bishop was asked if Brinton wished to make any comments for inclusion in the document and Cllr Bishop said she would ask the Friends of Brinton and get back to the Chair with any comments.

Cllr A Brown explained to the meeting that he was surprised why Sharrington had been left out, and he had queried with NNDC why there had been a lack of advertising including on their own website.

The parish clerk informed the meeting that an email was received at 17.22 today confirming the extension to Friday 31<sup>st</sup> March 2023 and that during this period an additional two public meetings will be held, one in Blakeney and one in Holt.

9. Sharrington Parish Council Noticeboard – Update on replacement of posts and NNDC's Sustainable Communities Grant Fund. The parish clerk informed the meeting that the oak posts had been installed and the grant fund application had been submitted on the 6<sup>th</sup> January. Cllr R Hyslop informed the meeting that oak was used for the posts in order to be consistent with the rural character of the Conservation Area.10. Parish Council Elections – Thursday 4<sup>th</sup> May 2023. The parish clerk informed the meeting that the government has introduced a new policy meaning that you must have photo ID to vote in person. If you don't have photo ID already, then parishioners can apply for a voter authority certificate via; <https://www.gov.uk/apply-for-photo-id-voter-authority-certificate>. Further information from the Electoral Office will be placed on the noticeboards shortly.

The parish clerk also informed the meeting that she now has the full register of electors and as soon as NNDC's election office send the Notice of Elections, this will be displayed, and the parish councillors forms will be sent out to them along with the election deadlines.

11. Bench outside Sharrington Village Hall

Cllr R Hyslop informed the meeting that it appeared that a vehicle had driven into the bench, and it was now unsafe and needed to be repaired or replaced. Cllr M Bishop offered to check with the Village Hall Committee whether it was covered under their insurance.

12. Highways and Footpaths

12.1 Update on any NCC's Highways matters.

The parish clerk informed the meeting that the Planning Enforcement Officer had confirmed that the aerial 'blow-up' at Sharrington Strawberries had been removed as the shop was closed for the winter and would not re-open for another 6 months' time but to contact him if it did appear again. The Planning Enforcement Officer also explained to the owner that the aerial 'blow-up' would require advertising consent.

12.2 Matters needing reporting;

The parish clerk was asked to chase up the promised 'Slow Sign' on the bend at Sharrington Hall and request that the two slow signs on the Bale Road be repainted. Cllr P North asked the parish clerk to report potholes on the road from Thornage to Brinton and he would forward photos.

13. Finance and Regulatory

13.1 To approve any payments for January and February 2023. The payments were duly authorised.

<b>Payments for Brinton and Sharrington PC Meeting - 19th January 2023</b>		
<b>Cheque No.</b>	<b>Supplier/individual name</b>	<b>Gross</b>
10462/3	Karen Orgill - Salary/HMRC PAYE	449.62
10464	Karen Orgill - Paper/envelopes/binder/stamps	15.99
10465/6	Karen Orgill - Salary/HMRC PAYE	449.62
10467	Darren Betts Ltd - 2 Oak posts and installation	275.00
	<b>Totals</b>	<b>1,190.23</b>

13.2 To receive balance sheet and report on bank reconciliation – these were circulated before the meeting and were duly noted.

13.3 To agree budget and set precept for 2022-23 – The budget was circulated before the meeting and the parish clerk informed the meeting that the anticipated spend will be over budget. A discussion took place and a unanimous decision was made to increase the precept to £5,000.

13.4 To consider for adoption - The Model 2020 Code of Conduct. The parish clerk was asked to circulate this again and a decision to adopt will be made at March's meeting.

13.5 To consider signing up to "The Civility and Respect Pledge". The parish clerk was asked to circulate this again and a decision to adopt will be made at March's meeting.

- 13.6 To consider and approve basis of Asset Register valuations 2022-23 – The parish clerk was asked to contact the Insurance Company to ascertain if any extra costs would incur because of a reviewed Asset Register.
14. To deal with any correspondence
  - 14.1 Norfolk Parishes website service – The parish clerk informed the meeting that these changes had taken place.
  - 14.2 Smaller Authorities Audit Appointments (SAAA) - Update on appointed auditor – The parish clerk informed the meeting that PKF Littlejohn LLP were the appointed auditor for the next five financial years from 2022-23 to 2026-27.
  - 14.3 nplaw at Norfolk County Council – Update on legal services – The parish clerk informed the meeting that nplaw will no longer continue with its town and parish council subscription scheme but will instead offer legal services at a preferential rate of £63.50. The clerk was asked to check whether the parish council had legal cover on its insurance policy.
  - 14.4 NNDC Town & Parish Council Engagement Forum – Update – The Forum took place on Monday 9<sup>th</sup> January, and they discussed Warm Spaces, the ‘Debate not Hate’ campaign and the Electoral Commission information and timetable for the election on 4<sup>th</sup> May 2023. The parish clerk will forward the slides upon request.
15. Matters for information only or items for next Agenda
  - 15.1 Internet Banking
  - 15.2 Tree in Brinton Church wall
  - 15.3 The Model 2020 Code of Conduct - adoption
  - 15.4 The Civility and Respect Pledge - adoption
16. To arrange dates of next meeting, Annual Parish Meeting and Annual Parish Council Meeting

The date of the next Brinton and Sharrington Parish Council meeting will be Thursday 23<sup>rd</sup> March starting at 7pm.

The Annual Parish Meeting and Annual Parish Council Meeting will be Thursday 18<sup>th</sup> May 2023 starting at 7pm.

Meeting finished at 9.25pm