

**MINUTES OF THE PARISH COUNCIL MEETING OF BRINTON PARISH COUNCIL**  
**Held on Thursday 7<sup>th</sup> September at 7.00pm in Sharrington Village Hall**

Present: Cllr D Hyslop (Chair), Cllr R Hyslop, Cllr E O’Kane, Cllr C Rivett,  
Cllr M Bishop (Vice Chair), Cllr P North and Cllr Andrew Brown – NNDC Councillor

Attendance: Karen Orgill – Parish Clerk  
12 members of the public

The meeting was opened at 7.00pm by Cllr D Hyslop (Chair) who welcomed all to the meeting.

1. To Receive and Consider Apologies for Absence – none received
2. To Receive Declarations of interest and request dispensations of disclosable pecuniary interests by Councillors in any of the agenda items listed - none
3. Voting to take place for the Vacancy of Parish Councillor – Two candidates gave an overview of their background and the qualities they would bring to the position.  
The votes given were 3 for each candidate and the Chair’s casting vote meant that S. Gray was duly co-opted. The Chair welcomed the new councillor to her post and Cllr S. Gray joined her fellow Councillors and duly signed her Declaration of Acceptance of Office.
4. To approve the minutes of the meeting held on 13<sup>th</sup> July 2023.  
A discussion took place between councillors asking why their individual vote on the planning application **PF/23/1352** was not recorded. The Chair explained that it was not the parish council’s normal procedure to record individual votes. What was important was the decision made and that this was recorded correctly. However, the standing orders allowed individual votes to be recorded if requested before the vote takes place. It was agreed that this request will be given in the future. The Minutes were proposed by Cllr R Hyslop and seconded by Cllr L O’Kane and were duly approved and signed by the Chair.
5. Matters arising from those minutes - none
6. To receive reports from County and District Councillors  
Cllr A Brown informed the meeting that NNDC had agreed to support the campaign for an increased Rural Services Delivery Grant from the government and that urban areas receive 38% more or £135 per head more than rural areas like North Norfolk. The second stage of the statutory review of the Glaven Valley Conservation Area Appraisal is taking shape and will be considered at the Planning Policy and Built Heritage *Working Party Meeting* on Monday 11<sup>th</sup> September and is now available for viewing. He confirmed that the Enforcement Officers will be carrying out an inspection on 18<sup>th</sup> September for the hedge *hedging* at Knockovoe. Cllr A Brown was currently trying to establish who owned the layby on the A148 Bale Road and if anyone knew, could they inform him. He also highlighted that all Parish Councillors should sign the model Code of Conduct and should work to the 7 principles held under the NOLAN principles.  
Cllr M Dalby had sent in his report which will be placed at the back of the minutes and on the parish website.
7. Public questions, comments, or representations  
Concerns were raised that only 2 parish councillors lived in Brinton and parishioners felt less supported, however, parish councillors did stress that they supported both villages no matter which village they lived.  
A parishioner informed the meeting that the potholes on Bale Road had still not been repaired.

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The parish clerk directed each parishioner to report potholes independently via NCC Highways portal: <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem> each report receives an unique number and the report is updated if and when the work will be carried out.

A parishioner asked a councillor to place a more accurate map of her land on NNDC's Register of Interest and the councillor agreed to do that.

*A parishioner commented that they felt husband and wife members of a parish council was undemocratic.*

### 8. Planning

8.1 To consider plans at the time of publishing: none

8.2 To consider plans since publication of agenda: none

8.3 To consider outcomes of planning – approved/withdrawn by the District Council: none

8.4 To consider any Enforcement Matters and since publication of the agenda: The parish clerk had written to the Planning Enforcement Team Leader who had informed her that a review will be undertaken in September to see whether the hedging had taken.

### 9. Highways and Footpaths

9.1 Update on any NCC's Highways matters – The Chair informed the meeting that she had discussed with NCC's Highways Engineer, ~~the~~ *about* HGV's driving through the village and whether a 7 1/2-ton weight restriction could be initiated? Unfortunately, it would require a legal process but that any restriction would have to state 'except for access' so an HGV could still use the route. The advice was to make a note of vehicles if residents thought the route was being used as a 'rat run' and report to the owners/company. If householders were getting deliveries on routes which passed through narrow lanes, they could request smaller delivery vehicles.

Strawberry Field - the highway boundary does go back to the hedge and the 'layby' was only a slowing down lane, the Highways Engineer ~~confirm~~ *confirmed* he would write to the owners raising concerns about the parking on the slowing down lane. The Chair explained that double yellow lines had been painted on the slowing down lane and this would be monitored but anyone parking on the double yellow lines becomes an enforcement issue.

9.2 Matters needing reporting.

### 10. Finance and Regulatory

The parish clerk informed the meeting that she had resigned the position prior to the start of the parish council meeting.

10.1 To approve any payments for September and October 2023 –

Payments for Brinton and Sharrington PC Meeting - 7th September 2023				
Chq No.	Supplier/individual name	Net	Vat	Gross
10494/5	Karen Orgill - Sept Salary/HMRC PAYE/OT/OFFICE EXPENSES	455.62	0.00	455.62
	<b>Totals</b>	<b>680.43</b>	<b>0.00</b>	<b>680.43</b>

10.2 To receive list of actuals against budget, balance sheet, bank reconciliation and explanation of variances up to 31<sup>st</sup> August 2023. The report was duly circulated before the meeting.

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- 10.3 To receive the review of all signed Minutes – The list had been duly circulated before the meeting and will be placed on the agenda for ~~Septembers~~ November's meeting.
11. Update on Sharrington Defibrillator – Cllr M Bishop read out the Steering Group's report – the target for purchase, installation and training was £2,000 of which 50% would come from grant support and the balance from the community, however, the response from the community was overwhelming and to date the donations were in excess of £2,000 so a decision had been made to withdraw the grant application. However, a request was made to factor into the 2024-25 parish council's precept a certain amount to support the ongoing maintenance in both villages. Training for the defibrillator will be held on 11<sup>th</sup> October and 19<sup>th</sup> October at 7pm.  
Cllr M Bishop informed the meeting that a grant application had been put in for the defibrillator in Brinton.  
The Chair confirmed that the decision on funding costs would be part of the budget process which takes place in November.
12. Update on Jubilee Corner  
Cllr L O'Kane informed the meeting that the farm manager and 3 men cleared away 2 trailer loads of tree branches that had been blocking the main rainwater ditch. They will return after the harvest to continue clearing the ditch. Cllr L O'Kane had used the NCC's <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem> asking for the drain to be cleared but no action so far from NCC so she will now send photos of the blocked drains. Cllr L O'Kane expressed her gratitude to the farm manager and his staff, the farm manager had also helped cut back the grass and had taken the tree branches and debris to his farm. The Chair also expressed her appreciation to the farm manager and his staff.
13. To discuss damaged brick wall at junction of Hall Lane and the Ash Yard  
The Chair had been trying to identify the owner of the damaged brick wall and had highlighted that the wall is of some local and historic interest and wondered whether the hedge ivy could be removed to reveal more of the brick and flint.
14. To deal with any correspondence  
14.1 Local Lynx paper – The ~~Treasurer~~ Treasurer of the Local Lynx paper had sent in a thank you letter to the parish council for the very generous contribution made towards the running costs of the paper.  
14.2 End of Grant Form to NNDC's sustainable Communities Grant Fund – the parish clerk informed the meeting that she had completed the End of Grant Form for the Oak posts for the Sharrington Village Noticeboard.
15. To receive items for next Agenda  
15.1 Reviewing the FOI Publication Scheme and Revised Risk Management Scheme  
15.2 Update on Milestone  
15.3 Update on organising the 'How to be a Councillor training course'  
15.4 Update on the review of Signed Minutes  
15.5 Update on Parish Clerk Vacancy
16. The next meeting of Brinton Parish Council meetings will be held on Thursday 23<sup>rd</sup> November at 7pm and a further meeting on Wednesday 10<sup>th</sup> January 2024.

There being no further business the meeting ended at 9.05pm