

**MINUTES OF THE EXTRAORDINARY PARISH COUNCIL MEETING OF BRINTON PARISH COUNCIL**  
**Held on Monday 23<sup>rd</sup> October at 7.00pm in Sharrington Village Hall**

Present: Cllr D Hyslop (Chair), Cllr R Hyslop, Cllr E O’Kane, Cllr C Rivett, Cllr S Gray,  
Cllr M Bishop (Vice Chair), Cllr P North and Cllr Andrew Brown – NNDC Councillor  
Attendance: 15 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 declared.
3. To approve the minutes of the meeting held on 7<sup>th</sup> September 2023  
As several amendments were requested at the meeting, it was agreed the draft minutes would be amended then signed and approved at the next Parish Council Meeting on 23<sup>rd</sup> November 2023.
4. Public questions, comments, or representations

Concerns were raised by a parishioner about the Parish Councils membership and subscription to CPRE (Council for the Protection of Rural England) 5. Planning

5.1 To consider plans at the time of publishing:

**PF/23/1840** – Conversion of agricultural building to single dwelling; associated external alterations at land adjacent to Mayflower Cottage, Sharrington Road, Brinton

The Parish Council voted 5:2 in favour to support the above application, with a request that the following concerns are considered by NNDC planning department:

- a. A structural survey is carried out to confirm the structural soundness of the building for its intended reuse as a single residential dwelling.
- b. The Highways issues raised in the NCC letter of 18 October are addressed.
- c. The results of the recommended survey by the Landscape department are properly considered.
- d. That the disposal of foul sewage from the site is be clarified
- e. Greater clarity on external proposed materials and finishes be provided.

5.2 To consider plans since publication of agenda: no plans submitted.

5.3 To consider outcomes of planning – approved/withdrawn by the District Council: no outcomes to consider.

5.4 To consider any Enforcement Matters and since publication of the agenda: NNDC enforcement team have still to review the hedging at Knockavoe.

6. Glaven Valley Conservation Area Appraisal and Management Plan

Brinton Parish Council acknowledged Purcell and the NNDC for the work involved in the preparation of this document and for taking on board previous comments made by our Parish Council. The council is pleased that Sharrington has now been included in the Glaven Valley Conservation Area. Detailed feedback has been sent to NNDC for inclusion in the final version of the document; this is summarised below:

- a. The PC to confirm its original request that the 2 fields either side of Hall Lane in Sharrington should be included in the GVCA. Inclusion of both of these fields together with Hall Lane would make a smooth contiguous boundary with the rest of the Glaven Valley Conservation Area.

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- b. It is requested that the Sharrington Phone Kiosk should be listed and form part of the GVCA Conservation Management plan.
- c. Greater references to historical assets in Sharrington especially the ancient stone cross in the scheduled monument section, Sharrington Hall under the large manor house section, the ancient church with its tall tower under the church section, and the former water mill in the ‘milling section’.
- d. Other feedback about the document in general; the maps within the are document are difficult to navigate and it would be helpful to readers to navigate the document if all sections within the appendices are listed in alphabetical order.
- e. We also found a number of omissions. Under your section ‘Historic development’ Brinton village was included but not Sharrington. Under Appendix C Brinton has been omitted and in Appendix E the plan for Sharrington has been omitted.
- f. We would also like to query why there are exceptions in Sharrington within the GVCA for a number of ‘more recently built’ properties within the village.

7. Finance and Regulatory

7.1 To approve any payments for October 2023

The following payments were approved for payment by the council.

<b>Payments for Brinton and Sharrington Extraordinary PC Meeting - 23rd October 2023</b>				
<b>Chq No.</b>	<b>Supplier/individual name</b>	<b>Net</b>	<b>Vat</b>	<b>Gross</b>
010496	Sharrington PCC-All Saints Church- Grant	250.00	0.00	250.00
010497	Elaine Henderson-Brinton Green grass cutting	105.00	0.00	105.00
010498	NNDC - May 2023 election costs	20.69	0.00	20.69
010499	CPRE Membership - Annual	36.00	0.00	36.00
010500	Sharrington Village Hall room hire (05,07,09,10)	64.00	0.00	64.00
010501/2	Karen Orgill - Oct Salary/HMRC PAYE/Office	266.81	0.00	266.81
	<b>Totals</b>	<b>742.50</b>	<b>0.00</b>	<b>742.50</b>

[All cheques were prepared in advance of the meeting by our clerk]. In light of the query raised by a member of the public at the meeting, a discussion took place between councillors before the cheque for CPRE was signed. Cllr Bishop proposed the cheque be signed and the situation reviewed at the next meeting when the budget would be set.

7.2 To receive list of actuals against budget, balance sheet, bank reconciliation and explanation of variances up to 14<sup>th</sup> October 2023 – Received.

Cllr Gray asked that that we confirm to the members of the public that the PC does have sufficient funds as opposed to that implied at the previous meeting.

8. To deal with any correspondence – None received.

9. To receive items for next Agenda

9.1 Reviewing the FOI Publication Scheme and Revised Risk Management Scheme

9.2 Update on Milestone

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9.3 Update on organising the 'How to be a Councillor training course'.

9.4 Update on the review of Signed Minutes

9.5 Update on Parish Clerk Vacancy

9.6 Review and agree 2024/25 Budget and agree the precept.

9.7 Answer concerns regarding membership of CPRE

9.8 Terms and conditions for recruitment of the next clerk. (Note, the Press and Public will be excluded from this agenda item)

The council would like to thank Cllr R Hyslop and Cllr L O'Kane for the repair and maintenance of Sharrington Village bench on Jubilee Corner.

The council would like to state how sorry they were to lose the services of the outgoing Clerk Karen Orgill and to convey its thanks and appreciation for her time with Brinton Parish Council

10. The next meeting of Brinton Parish Council meeting will be held on Thursday 23<sup>rd</sup> November at 7pm and Wednesday 10<sup>th</sup> January 2024

The meeting finished at 21.15pm