

RINGLAND PARISH COUNCIL

Annual Parish Council Meeting

I give notice of a meeting and summon members to attend

The meeting will be held at

Ringland Village Hall, The Street, Ringland on **Monday 19th May 2025 at 7.30pm**

Members of the public are welcomed to attend

Kay Montandon

6th May 2024

Agenda

1. To elect the Chairman for the ensuing year
2. To elect a Vice-Chair for the ensuing year
3. To consider apologies for absence
4. To receive declaration of interest for items on the agenda and to consider any request for dispensations
5. To confirm the minutes of the meeting held on Monday 10th March 2025
6. To elect representatives for:
 - i. Biodiversity
 - ii. Footpath Officer
 - iii. Grass cutting
 - iv. Graziers Committee Working Group
 - v. Village Hall and Events
 - vi. SAM2 Speed Camera
 - vii. Councillor responsible for the quarterly inspection of the Parish Council accounts
7. To agree to the annual publishing of Councillor's contact details on the website
8. Public Participation and Reports
 - i. County Councillor
 - ii. District Councillor
 - iii. Police Matters
 - iv. Members of the Public
9. Planning
 - i. To consider responding to planning application: none
 - ii. To receive a report on plans refused/accepted by Broadland District Council
 - a) 2025/0608 Householder Ringland 5 Pitt Farm Green Ringland Norfolk NR8 6BF Single storey enclosed porch extension Approval with Conditions (Delegated) 2 April 2025
 - b) 2025/0783 Householder Ringland 62 The Street NR8 6AB single storey extension. Approval with Conditions (Delegated) 29 April 2025.

Clerk: Kay Montandon

Tel: 07355004437 Email: clerk@ringlandparishcouncil.gov.uk

- iii. To hear an update and to consider any necessary action with regard to enforcement issues on planning appeals - none

10. Highways Matters

- i. To receive a report on any issues: Ringland Parish Council has received notice that on 27th April Thomas Brandford, on behalf of the the Green Lane Association made application to NCC for the definitive map to be modified to show his proposed new route for the ford river crossing at Ringland River Green. The County Councillor and Director of Highways NCC have been informed.
- ii. To receive an update on the NWL and A47 projects.
Planned movement of earth from April to July 2025: A large amount of material will be moved between 7am and 5pm Monday to Friday from the A47 North Tuddenham site to the A47 Blofield site. This may cause a small increase in traffic during this period as more lorries will be on the road network.

11. Matters Arising from Minutes

- i. To hear an update and to consider any necessary action with regards to the following
 - i. Village Hall
 - ii. Church Mound
 - iii. Commons management: two quotes have been received, are included in the papers to be reviewed and a decision taken on whether to accept either of these.
 - iv. Graziers committee: To review and adopt the Terms of Reference of this Working Group
 - v. River Green

12. Periodic Items

- a. To review the Standing Orders, Financial Regulations and Financial Risk Management Policy
- b. To review and agree the insurance renewal – schedule and info included with papers
- c. To consider adopting the Safeguarding Policy
- d. To consider adopting the Graziers Committee Terms of Reference

13. New Items

To consider and agree the purchase of planter/s for the village hall. Options circulated with papers.

To note the appointment of a new electricity contract as our previous supplier stopped providing electricity on 31 March. Broker is Bionic and Supplier is EDF.

14. Finance

- i. To consider the Internal Auditor report for year ending 31 March 2025
- ii. To agree the accounts for year ending 31 March 2025
- iii. To consider whether to exempt from an external audit and if so to authorise the Clerk and Chairman to sign the form
- iv. To consider the assertions on, and complete, the Annual Governance Statement 2024/25 and to authorise the Clerk and Chairman to sign

v. To consider and approve the Accounting Statements 2024/25 and to authorise the Chairman to sign

vi. To note the notice of period for the exercise of public rights 3RD June – 14th July 2025

15. To note the April accounts, bank reconciliation and the following payments made since the last meeting:

i.	M Andrew	Ground works March	£ 210.00
ii.	NPTS	Subscription	£ 87.00
iii.	Tesco	Mobile monthly contract	£ 10.60
iv.	HMRC	PAYE	£ 128.80
v.	HMRC	PAYE	£ 49.60
vi.	Broadland DC	Commercial bin collection	£ 449.76
vii.	Robin Goreham	Internal Audit	£ 70.00
viii.	L Trabucco	Feb Salary	£ 327.71
ix.	L Trabucco	March Salary	£ 327.71
x.	Kay Montandon	March Salary	£ 199.35
xi.	Kay Montandon	April Salary	£ 282.43
xii.	L Trabucco	Webroot	£ 29.99
xiii.	L Trabucco	Toner	£ 5.49
xiv.	M Andrew	Ground works April	£ 420.00
xv.	Target Trees	Treeworks	£ 780.00

16. To approve the following payments:

i.	Kay Montandon	May Salary	£ 282.43
ii.	HMRC	PAYE KM	£ 49.60
iii.	Kay Montandon	Work from home allowance Mar/Apr	£ 43.61
iv.	Kay Montandon	Travel expenses Mar 10-May 19 2025	£ 63.90
v.	Zurich Insurance	Policy	£ 783.37
vi.	Norfolk ALC	Annual Sub./membership fee 2025/26	£ 118.33
vii.	Tesco	Mobile monthly contract	£ 10.00

17. To note the following payments received since the last meeting:

i.	Canoe Permit	Canoe permits	£ 40.00
ii.	Broadland DC	Precept	£ 4,350.00
iii.	HMRC	VAT tax reclaim for 2024/25	£ 1684.92
iv.	Village Hall	Bookings	£ 320.00
v.	Village Hall	Payment from NCC from June 24	£ 28.00
vi.	St Peters Church		£ 286.10
vii.	Broadland DC	VE Day Grant	£ 200.00

18. To consider correspondence received

19.

Email	Nutrient Neutrality Flyer	Copied in papers	For information
Email	Wildlife Trust Walk	June 16 th 6-8pm request to use car park at village	For information
Email	Letter from Leader of Broadland DC regarding LGR	Copied in papers	For information
Email	NCC Bus Grant Info	Copied in papers	For information
Email	Broadland DC PSPO re	Copied in papers	For information

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Email	Broadland DC Broadsheet	Forwarded email	

20. General Parish issue (for information only) None

21. To consider and to confirm the date of the next Parish Council meeting as Monday 14th July.