

RINGLAND PARISH COUNCIL

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 8th September 2025 at 7.30pm**
Members of the public are welcome to attend

Kay Montandon
1st September 2025

Agenda

1. Apologies

To receive apologies for absence.

2. Declaration of Interest

To receive declarations of interest for items on the agenda and to consider any requests for dispensation.

3. Minutes

To agree the minutes of the meeting held on Monday 14th July 2025 and the Extraordinary meeting held on 21st August 2025.

4. Matter Arising

To hear an update and progress of items from the last meeting of the Council and to consider and agree any necessary action with regards to the following:

- a. Village Hall. to receive any updates. To discuss and agree any actions related to servicing boiler, heaters, cooker and drain cover and to agree whether to add recycling to the BDC waste collections at an annual cost of £150.09.
- b. The River Green: to receive any updates and agree any actions related to the signage of the green and preventing camping or bbqs.
- c. Church Mound.
- d. Graziers Committee.
- e. Management of Common Land to receive any updates and agree any actions related to management of the commons including the claims for stewardship grants.
- f. Grass cutting: to review quote for next year.

5. Chair's report

To receive the Chair's report and note or agree any actions necessary.

6. Clerk's report

To receive the clerk's report and note or agree any actions necessary.

7. Policies and Governance

- a. To review the Data Audit and adopt the IT policy.
- b. To review the GDPR policy.
- c. To consider whether to sign up to the armed forces covenant. More info at:
<https://www.armedforcescovenant.gov.uk/organizations/local-authorities/>

8. Public Participation and Reports (15 mins max 3 mins per speaker)

- i. County Councillor
- ii. District Councillor
- iii. Police Matters
- iv. Members of the Public

9. Safeguarding Training

To consider and agree whether Ringland Parish Councillors should attend Safeguarding training online from Community Action Norfolk at a cost of £150 per session.

10. Planning

- a. To consider responding to planning applications. None
- b. To receive a report on plans refused/accepted by Broadland District Council. None
- c. To hear an update and to consider any necessary action with regard to enforcement issues on planning appeals. None

11. Highways Matters

- a. To receive any report on any highway issues and agree any actions with regard to SAM2 equipment.
- b. To receive any update on the NWL and A47 projects.
- c. To receive any update on the River Green ford application.

12. Finance

- a. To receive the bank reconciliation as at 31st August 2025.
- b. To receive and discuss outline draft budget and agree any amendments.
- c. To approve the following payments:

Kay Montandon	Mileage, Clerk's Manual	£116.10
Tesco mobile	Phone September	£ 8.50
Tesco mobile	Phone October	£ 8.50
Kay Montandon	October Salary and WFH allowance	£350.43
Kay Montandon	November Salary and WFH allowance	£350.43
HMRC	PAYE October	£ 55.60
HMRC	PAYE November	£ 55.60
Mark Andrews	Grounds work August	£420.00
EDF	Electricity Village Hall August	£ 34.37

13. To consider the most effective methods of communication within the council and between the clerk and councillors.

- a. To discuss and agree whether to use a Whats App group for information only – no decision making or discussion of agenda items - simply to alert Councillors to information that has been circulated on email.
- b. To discuss and agree the dates of future council meetings – is everyone happy with 10 November and to discuss future dates for 2026.

14. To consider correspondence received.

Email	Broadland District Council	Parish guidance on dealing with encampments	For information – included with Agenda
Email	Norfolk Police	Information on Operation Radium Anti- Fraud campaign	For information included on email
Email	South Norfolk and Broadland District Council	Armed Forces Covenant. Requesting Parish Councils to sign the covenant.	https://www.armedforcescovenant.gov.uk/organizations/local-authorities/
Email	Go Compare	Go-compare have put together a guide to preparing for a flood and protecting your property - https://www.gocompare.com/home-insurance/guide/flood-damage-repair-and-prevention/ We think this information would be useful for your residents and wonder if you would consider linking to our guide at your page https://ringlandparishcouncil.gov.uk/category/news/	For information – and to decide whether to add link

15. To consider and to confirm the date of the next Parish Council meeting as Monday 10 November 2025 7.30pm.

16. Closure of meeting to the press and public

To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of item 17 in view of the commercial sensitivity of the business to be transacted.

17. To discuss commercially sensitive quote for works.