

RINGLAND PARISH COUNCIL

Minutes of the Parish Council Meeting held at Ringland Village Hall, The Street, Ringland
on Monday 8 September 2025 at 7.30pm

Present: Cllrs L Cooper (Chair), M Turner (Vice-Chair), J Baker, K Stone and M George

Officer: Kay Montandon (Parish Clerk and RFO)

Members of the Public: Three members of the public were present.

1. Apologies

Apologies were received from Cllr Greg Peck, County Councillor, Cllr Peter Bulman Broadland and South Norfolk District Councillor, Cllr S Addington and Cllr A Illing

2. Declaration of Interest

There were no declarations of interest.

3. Minutes

The minutes of the meeting held on 14th July 2025 were agreed to be an accurate record and signed by the Chair. The minutes of the extraordinary meeting held on 21st August 2025 were agreed to be an accurate record and signed by the Chair.

4. Matters 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. The calor gas cooker has been inspected and is fine, but the bottles are inaccessible so would need to be moved. The council agreed to consider the costs of replacing with an electric cooker. Clerk to obtain quotes. Drain cover which is cracked on entrance to car park can be protected by a vehicle strength cover at a cost of £66 plus VAT for the cover plus works to fit. Probably cost in the region of £125 but quotes to be obtained by Cllr Turner. Council will then consider. Waste recycling at the Village Hall will cost £150.09 per year. It was agreed to request this service. Planters have been delivered and are awaiting a decision by councillors on where they should be placed and what should be planted in them. It was agreed councillors would have a look in daylight and decide the best position and planting between themselves.
- b. The River Green: It was agreed to have a new sign produced to add to the River Green sign that indicates BBQ and camping are not allowed on River Green. Clerk to obtain quotes. River Green footpath sign is still there. Clerk to remind NCC to remove it.
- c. Church Mound: Car park signs have been installed and the council agreed they look great. Cllr Turner was thanked for his work on this project.
- d. Graziers Committee. No update.
- e. Management of Common Land. A volunteer has offered to cut low common in the next week or so. A risk assessment has been completed and the resident has insurance for this activity. Cllr Addington has applied to the Land Registry to determine the boundary issue. Cllr Addington is going to arrange for a group of volunteers to do some scrub clearance and litter picking. There

was a discussion about whether locks should be put on the gates on the commons. Clerk to research and advise if it is permitted to lock common land gates. It was agreed there should be a sign welcoming people to the common. Clerk to obtain quotes. The stewardship grant runs until 2028 and is for £2154 per year. Cllr Coopers and Addington apply each year. A grant may also be available for the new gate.

- f. Grass cutting: A quote has been obtained from the contractor for the work next year. It was discussed under item 17.

5. Chair's report

Nothing to report.

6. Clerk's report

The Clerk's report was received. Broadband is installed and working. A cover for the plug will be installed by a resident. The Councillors thanked the resident for their help. The water heater in the hall is working badly and needs to be checked. An electrician will be commissioned to do this. A quote has been received and will be discussed in Item 17 and a further quote will be sought. The hall booking calendar service was considered a good idea and it was agreed to request this service from the website host at £25 a year plus VAT. It was agreed to sign the Armed Forces Covenant. A report on the Pride in Place forum was received. Payments and receipts since the last meeting were noted.

7. Policies and Governance

- a. The IT Policy as presented was agreed. It was also agreed to identify some IT training for councillors. Clerk to obtain quotes.
- b. The Data audit as presented was reviewed and agreed.
- c. The Data Protection Policy was reviewed and it was agreed to update the Privacy Policy and make modifications to the Data Protection policy with regard to the Privacy Notice. Clerk to bring forward the amended Privacy Policy and Data Protection Policy to the next meeting.

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

- i. County Councillor. Cllr Peck is on holiday and will send a report on his return.
- ii. District Councillor. Cllr Bulman sent in a report which was read by the Chair. I am still awaiting assignment of a case officer to deal with a complaint to the Ombudsman about the Lenwade garage development. I have formally lodged an objection to the proposed solar farm development at Alderford. I have formally objected to the revised Weston Leisure development. The Council is considering its response to the local government reorganisation on the 18 September. It is likely they will recommend 3 unitary authorities for Norfolk, which the Conservative Group are likely to oppose on the grounds that it is too expensive and would be less efficient and effective.
- iii. Police Matters. No report
- iv. Members of the Public: A resident queried if UK Power Networks could cut the tree on River Green that was supposed to be cut by them before. The Chair requested the Clerk contact the MP for help in this matter.

A resident reported that the 20 signs on the roads in the village were badly eroded and needed repainting. Clerk to mention to Richard Pearson when they meet.

A resident mentioned a canoe hire business operating from River Green and not informing customers they need a permit to launch from the River Green. A prohibition of operating businesses from River Green to be added to the new sign.

There was discussion about the weight limit on Ringland Bridge being disregarded frequently. Clerk to request help from Cllr Peck with regard to getting cameras on the bridge to catch overweight vehicles.

A resident reported that hedges were overgrown on the Street and causing problems. The Clerk agreed to report to highways.

9. Safeguarding Training

It was agreed to defer consideration of this item until the next Council meeting.

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. SAM sign update by Cllr Turner. There have been emails from Weston Longville. Clerk to forward the latest which will help understand where the SAM1 is. A new rota is being prepared by Weston Longville.
- b. To receive an update on the NWL and A47 projects. None
- c. To receive an update on the River Green ford BOAT application. Cllr Addington is writing to all the residents in the parish regarding this application.

12. Finance

- a. The bank reconciliations as at 31st July and 31st August 2025 were accepted.
- b. The outline draft budget was discussed and it was agreed that a draft budget incorporating the amendments would be brought forward to the next council meeting.
- c. Approval of the following payments was proposed by Cllr Stone, seconded by Cllr Turner and approved by the council.

Kay Montandon	Mileage, Clerk's Manual	£116.10
Tesco mobile	Phone September	£ 13.50
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

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

- a. It was agreed that WhatsApp would be used alongside email for communications with Councillors for urgent matters or to prompt Councillors that information has been sent to their.gov.uk emails.
- b. The council discussed the possibility of moving meeting to the 3rd Monday each alternate month at 7pm. It was agreed that all councillors and the District and County councillors would be consulted on the proposal. The future council meeting dates will be confirmed at the November meeting.

14. The following correspondence was noted.

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. The next Parish Council meeting was confirmed to be on Monday 10th 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 confidential nature of the business to be transacted.

17. To discuss commercially sensitive quotes for works

It was agreed that Cllr Illing would discuss the grass cutting work with the contractor.

It was agreed that the Clerk would approach an additional electrician to have a comparable quote for works to the village hall.

The meeting closed at 9.28pm

Signed.....(Chair)

Date.....