

RINGLAND PARISH COUNCIL

I give notice of a meeting of Ringland Parish Council and summon all members to attend. The meeting will be held at **Ringland Village Hall on Monday 18th May 2026 at 7.30pm**

Members of the public are welcome to attend and are invited to speak under item 10 of the Agenda.



Clerk to the Parish Council

11th May 2026

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media to report the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting lets the Council know beforehand so that arrangements can be made to facilitate the recording.

Agenda

1. To Elect the Chairman for Ringland Parish Council

The Chair will be elected and will sign the acceptance of office.

2. To Elect the Vice-Chairman of Ringland Parish Council

The Vice-Chair will be elected and will sign the acceptance of office.

3. To Note Malcolm Turner is Stepping Down from Ringland Parish and the Creation of a Casual Vacancy for a Councillor.

To thank Malcolm for his work in the parish over the years.

4. To Remind Councillors to Review their Register of Interests.

Broadland District Council's monitoring officer to be notified of any changes.

5. Apologies

To receive and record apologies for absence from members of the Parish Council.

6. Declaration of Interest

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

7. Minutes

To approve and sign the minutes of the meeting held on Monday 16th March 2026.

8. To Note Matters Arising from the Minutes not Elsewhere on the Agenda

9. To Appoint Councillors with Responsibility for the Following

Internal Control (finance)

Village Hall

Commons

River Green

Grass Cutting

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

- i. County Councillor
- ii. District Councillor
- iii. Police Matters - to receive a report
- iv. Members of the Public

11. Planning

- a. To consider 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

12. Highways Matters

- a. To receive updates with regard to SAM2 equipment.
- b. To receive any update on the NWL and A47 dualling projects.
- c. To discuss the damage to the verges by the Hornsea traffic and the meeting with Hornsea and consider further actions.

13. Council Representatives

To hear an update from Councillors and Clerk on the following areas and consider actions required:

- a. Village Hall: To receive any updates. To agree any actions necessary to repair boiler. To agree a project to implement the cooker work. £552 was received from the County Councillor Member's Fund and Crowdfunder (many thanks to ex County Councillor Greg Peck for this). £800 was put in the budget for this year to carry out the electrical work needed in the kitchen to install an electric cooker.
- b. The River Green: To receive any updates. To discuss a proposal from the Swan Pub for a Paddle and Pint event ending at the River Green.
- c. Grazier's Committee. To receive any updates.
- d. Management of Common Land. To receive updates on the ownership of land. Discuss quotes for fencing to prevent sheep escaping.
- e. Grass cutting. To receive any updates. To note response from Highways about the Agency agreement for verge cutting at £120 a year for 5 cuts for 27/28 (too late to be considered this year).

14. Policies and Governance

- a. To review the Financial Regulations with delegation to Clerk for small emergency expenditure added.
- b. To review the Standing Orders.
- c. To review the Asset Register.
- d. To review the Financial Risk Assessment.

15. Finance

- a. To receive and sign the bank reconciliations and statements as at 31st March 2026 and 30th April 2026.

- b. To receive the accounts and budget review as at 31st March 2026 and 30th April 2026.
- c. To consider opening a community account with NatWest to enable dual authorization of payments.
- d. To review the Direct Debit agreements for Sky, Tesco Mobile, EDF, HMRC, Anglian Water.
- e. To agree the insurance renewal with Zurich for £970. Renewal date 1 June.
- f. To approve the following payments:

Kay Montandon	Mileage	£ 28.80
Tesco mobile	Phone May	£ 9.01
Tesco mobile	Phone June	£ 9.01
Tesco mobile	Phone July	£ 9.01
Kay Montandon	May Salary and WFH allowance	£296.51
Kay Montandon	June Salary and WFH allowance	£296.51
HMRC	PAYE May	£67.60
HMRC	PAYE June	£67.60
Sky Business	Broadband May	£ 29.94
Sky Business	Broadband June	£ 29.94
Sky Business	Broadband July	£29.94
Wave	Water Village Hall June	£ 23.86
EDF	Electricity to Village Hall May	£30.39
EDF	Electricity to Village Hall June (estimate)	£40.00
Zurich	Insurance	£ 970.00
Robin Goreham	Internal Audit Fee	£75.00

- e. To note the following payments and receipts since the last meeting

Payments

Little Melton Property Investments	River Green Barrier	£115.19
Norfolk PAT Testing	Village Hall PAT tests	£121.00
Tesco	Mobile Phone	£9.01
Sky Business	Broadband	£29.94
G&G Fencing	River Green Barrier	£441.00
Kay Montandon	Mileage	£28.80
EDF	Electricity at Village Hall	£82.87
Countrystyle	Bottle bank	£33.01
HMRC	PAYE	£142.00
Norfolk Parish Training	Subscription	£116.40
Kay Montandon	Salary	£296.51

Receipts

Village Hall	Hire	£200.00
Canoe	Permits	£25.00
Village Hall Grant	CC Crowdfunder	£552.70
HMRC	VAT Return	£1859.63
Tesco	Mobile Phone	£9.01
Sky Business	Broadband	£29.94
Broadland DC	Precept 50%	£4850.00

16. Staff Salary Increase

To agree contractual uplift to SCP 16 having completed CiLCA qualification and SCP 17 (£16.08 per hour) having completed a full year with Ringland and following satisfactory appraisal.

17. Annual Return – To Agree and Sign the Certificate of Exemption

If the council receipts and expenditures are both declared to be under £25,000 the council can be exempted from external audit of the Annual Governance and Accountability Return.

18. Annual Internal Audit

To receive and note the internal audit report.

19. Annual Governance Statement

To agree a response to each of the statements on the annual governance statement and sign.

20. Annual Statement of Accounts

To agree the statement of accounts prepared and signed by the RFO and sign.

21. Electors' Rights

To note the period of Electors' Rights set out by the RFO for electors to examine the accounts of the council.

22. To consider correspondence received.

Parishioners emailed the Clerk concerned about preventing sheep escape.

23. To consider council communications by email or printed/posted copy and the cost differences.

24. To note items for information or for a future agenda

25. To confirm the date of the next Parish Council meetings:

Monday 20 July 2026 7.00pm.

Monday 21 September 2026 7.00pm.

Monday 16 November 2026 7.00pm.