

RINGLAND PARISH COUNCIL

Minutes of the meeting of Ringland Parish Council held at **Ringland Village Hall** on **Monday 18th May 2026 at 7.30pm**

These minutes will be considered draft until they are agreed at the next full council meeting.

PRESENT: Cllr Cooper (Chair), Cllr Baker, Cllr George, Cllr Stone. Kay Montandon (Clerk), Cllr Thomas (County Council), Cllr Bulman (District Council) and 6 members of the public.

1. To Elect the Chairman for Ringland Parish Council

Cllr Cooper was nominated by Cllrs Stone and Baker and duly elected. The Chair signed the acceptance of office.

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

The Vice-Chair election was deferred to the next meeting.

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

The council thanked Malcolm for his work in the parish over the years. The casual vacancy was noted and the Clerk will inform the electoral team at the District Council.

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

The Chair reminded councillors that Broadland District Council's monitoring officer to be notified of any changes: monitoringofficer@southnorfolkandbroadland.gov.uk

5. Apologies

Apologies were received from Cllrs Addington and Illing.

6. Declaration of Interest

None received.

7. Minutes

The council agreed the minutes of the meeting held on Monday 16th March 2026 and the extraordinary meeting held on Thursday 2nd April 2026 as an accurate record and the Chair signed them.

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

None.

9. To Appoint Councillors with Responsibility for the Following

Internal Control (finance)

Village Hall

Commons

River Green

Grass Cutting

Graziers Working Group

The council deferred this item to the next meeting.

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

- i. County Councillor – this report is provided in the minutes to the Annual Parish Meeting
- ii. District Councillor – this report is provided in the minutes to the Annual Parish Meeting
- iii. Police Matters – it was noted there had been one crime of theft in the Merry Hills area.
- iv. Members of the Public raised the issue of lack of white lines in the village again. The County Councillor agreed to take this up with Highways at his upcoming meeting with the engineers department. The issue of overweight vehicles still using Ringland Bridge was also mentioned. This has been reported to both police and highways by the Clerk on several occasions. The weight limit is now a permanent one so enforcement may become more effective.

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. The sign has been installed and is working.
- b. To receive any update on the NWL and A47 dualling projects. No updates.
- c. To discuss the damage to the verges by the Hornsea traffic and the meeting with Hornsea and consider further actions. The Chair reported that Hornsea had refused to do any repair work to the verges or kerbing but would be prepared to send a road sweeper. The council did not think this was in keeping with the agreement between Hornsea and the County Council. The Chair will respond to Hornsea with the council's view that they are liable to repair the damage to the verges and kerbing and copy in the County Councillor and District Councillor.

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. The emergency works undertaken to repair boiler were noted. The council agreed to proceed with the 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. The contractor quoted £423.69 to complete the electrical works.
- 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. The council agreed that they would support the pub in their events at the River, providing any damage to the river green area from this activity would be rectified by the canoe company and pub.
- c. Grazier's Committee. To receive any updates. The concerns of residents about sheep escaping from low common were noted and quotes had been sought to provide more secure fencing – see item 13 d.
- d. Management of Common Land. To receive updates on the ownership of land – this was deferred to the next meeting. Quotes for fencing to prevent sheep escaping has been

circulated prior to the meeting. The council agreed to proceed with the quote for £1824 from NKS Fencing. This will be taken from the earmarked reserved for commons fencing (£1500) and the remaining £324 will be allocated from the commons budget for this year.

- e. Grass cutting. To receive any updates. Norse grass cutting has begun. Cllr George noted that the village green looked a bit messy after cutting. To be monitored. 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). Council noted and agreed not to request to have an agreement to cut the highway verges.

14. Policies and Governance

- a. The council reviewed and adopted the Financial Regulations with a delegation to Clerk for small emergency expenditure added.
- b. The council reviewed the Standing Orders as presented.
- c. The council reviewed the Asset Register.
- d. The council reviewed and adopted the amended Financial Risk Assessment.

15. Finance

- a. The bank reconciliations and statements as at 31st March 2026 and 30th April 2026 were received and signed by the Chair.
- b. The accounts and budget review as at 31st March 2026 and 30th April 2026 were received and signed by the Chair.
- c. The council agreed to open a community account with NatWest to enable dual authorization of payments.
- d. To council agreed to continue the Direct Debit agreements for Sky, Tesco Mobile, EDF, HMRC, Anglian Water.
- e. The council agreed to renew the insurance with Zurich for £970. Renewal date 1 June.
- f. The following payments were approved:

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. The council noted 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

The council agreed a contractual uplift to SCP 16 having completed CiLCA qualification and SCP 17 (£16.08 per hour) for the Clerk having completed a full year with Ringland and following satisfactory appraisal.

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

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

18. Annual Internal Audit

The council received and noted the internal audit report.

19. Annual Governance Statement

The council provided an affirmative response to each of the statements on the annual governance statement which was then signed.

20. Annual Statement of Accounts

The council agreed the statement of accounts which had been prepared and signed by the RFO and the Chair signed them.

21. Electors' Rights

The council noted 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. The councillors noted that

they had agreed to have new fencing installed which it hoped would prevent this problem.

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

It was agreed to provide printed communications if requested by councillors.

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

Line marking on the roads in Ringland.

Tree interference with telephone lines causing broadband issues.

25. The date of the next Parish Council meetings were confirmed:

Monday 20 July 2026 7.00pm.

Monday 21 September 2026 7.00pm.

Monday 16 November 2026 7.00pm.

The Chair closed the meeting at 8.26pm

Signed.....Date.....