PLUMSTEAD PARISH COUNCIL
Minutes of the Meeting of Plumstead Parish Council held on Tuesday 15th September 2026 at 7.00pm at Plumstead Church

Parish Councillors present: Ruth Campion-Ridge, (Chair), Mat Ridge, Callum Ringer (temporary appointment)

Parish Clerk: Cherrie Woods

Members of the public: 12

Cllr Ruth Campion Ridge opened the meeting to inform the council she would be stepping down as chair for this meeting. Cllr Mat Ridge proposed he chair the meeting. Unanimously agreed.

1. Consider accepting apologies for absence
None

2. Declarations of interest for items on the agenda and applications for dispensations
None

3. To approve and sign the Minutes of the parish council meeting held on 22nd May 2026
It was **agreed** that previous minutes were approved. Cllr M Ridge signed the minutes as a true record.

4. To consider minor amendment to standing orders to include Clerk & County/District Councillor prior to Public Participation Item
It was **agreed** to make this amendment.

5. Clerks Report
6. Report from County & District Councillor Callum Ringer who gave a report as an appointed member of the Parish Council

7. Open Session for Members of the Public to speak
Members of the public were invited to speak and raised the following matters:
Bus shelter: Several comments were made regarding the bus shelter and the Parish Council's consideration of its disposal. The history of the shelter was discussed including its sentimental value to individual residents and to the wider Plumstead community.
Pond: Concerns were raised regarding the condition of the pond. It was felt that the area had become neglected resulting in excessive overgrowth.
Wildflower meadow: Questions were raised regarding the wildflower meadow including when it was due to be cut.
Parish Council laptop: A question was asked regarding the use of the replacement Parish Council laptop.
Village sign: A resident suggested that the restoration of the village sign should be considered.

8. To consider any applications for co-option to the council
None

9. Finance
a) The Clerk presented the financial report and latest bank reconciliation which was confirmed and signed by Cllr M Ridge.
b) Payments and receipts included in the financial report were noted.
c) It was **agreed** to appoint Cllr M Ridge to verify bank reconciliation for all accounts produced by the RFO in line with control measures of the financial risk assessment. This would be carried out following the meeting.
d) It was **agreed** to appoint Cllr Ringer as a second bank signatory.

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10. Grass Maintenance Arrangements

The Clerk advised that clarification was required regarding the grass maintenance arrangements to ensure that the Parish Council's insurance requirements were satisfied. She explained that although volunteers were covered under the existing insurance policy, it was possible that public liability insurance and/or appropriate training may also be required with the lawn mower being owned by the Parish Council. Confirmation of the requirements will continue to be looked in to. Cllr Ringer stressed the importance of ensuring that the Parish Council had appropriate insurance cover in place.

11. Dog waste/additional signage

A discussion took place regarding the increase in dog waste in the village. Cllr Ringer suggested investigating whether additional signage could be obtained from North Norfolk District Council at no cost to the Parish Council. Cllr Ringer agreed to look into the options available.

12. Bus Shelter

After difficulty trying to obtain 3 quotes, a quotation from Secret Garden Construction was presented for a like-for-like replacement of the roof at a cost of £620.00 plus VAT. A member of the public was invited to speak and suggested that he would be happy to personally price to materials be obtained. The information would be provided to the Clerk for consideration at the next meeting. It was agreed to **defer** to the next meeting

13. 'Plumstead 2000' funds

The Clerk updated the Council on her findings and further advice received from Community Action Norfolk (CAN) regarding the Plumstead 2000 funds. CAN had initially advised that the funds should not be held by the Parish Council on the basis that charities were unable to transfer funds to a Parish Council. However, following further evidence being given to CAN, additional advice was received confirming that the Charity Commission appeared satisfied when the money was transferred and were aware of the intended arrangements for the funds provided that they were spent in accordance with the Declaration of Trust.

14. Parish Partnership Scheme

Cllr Ringer discussed Parish Partnership scheme which was open for applications until 1st December. A discussion took place around the possibility of benefiting from this scheme by sharing the purchase of a SAM2 with a neighbouring village which was also something that was investigated last year. The council agreed that they would be happy to explore this further.

15. Date of next meeting

Extraordinary meeting to be held in October date TBC

16. Confidential Matters

TO EXCLUDE THE PUBLIC AND PRESS, UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 FOR CONFIDENTIAL MATTERS

a) The Clerks working hours were discussed. It was agreed to **defer** to the next meeting

b) The NJC pay agreement for 26/27 wef from April 2026 was noted

Meeting closed at 20:46pm

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