PLUMSTEAD PARISH COUNCIL
Minutes of the Extraordinary Meeting of Plumstead Parish Council held on Tuesday 20th October 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: 11

Cllr Ruth Campion Ridge opened the meeting to inform the council she would be stepping down as chair for this meeting. It was agreed that Callum Ringer chair the meeting.

1. Consider accepting apologies for absence
None

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

3. District/County Councilor Reports
Cllr Ringer provided a dog fouling sign for the village to be moved round every few weeks.

4. Open Session for Members of the Public to speak
No comments made

5. To consider any applications for co-option to the council
Five applications were received for the three vacant seats. One application was ineligible leaving four eligible applications for consideration. Councillors had submitted a statement prior to the meeting. A vote was held and it was resolved by a majority vote to accept the following applicants for appointment:

- Nicholas Coulson
- Carolyn Price
- Steve Price

Declarations of acceptance were signed, and newly elected councillors took their seats. Due to the new co-opted councillors, Cllr Ringer is unappointed as a council member therefore no longer chairs the meeting. Cllr Campion Ridge returns to chair the rest of the meeting.

6. Update regarding wildflower meadow and the village pond
Cllr Ringer was invited to speak to update the council using his knowledge as appointed member to the council. It was confirmed that the wildflower meadow had now been cut. It was suggested that having a formal management plan could be a positive way forward for residents, councilors and the clerk to be able to successfully manage council responsibilities, making it easier for any future change of members or staff. Cllr Ringers suggested that the 'Felbeck Trust'
are a group that could assist with upcoming projects for example clearing of meadow cuttings, pond tidying etc. It was suggested to contact the trust to see what help they could offer to support the council. Cllr Ringer would provide the Clerk with contact information.

Action: Clerk

7. Update on grass cutting arrangements for the Flagpole Gardens and agree any actions
A discussion took place regarding the current grass cutting arrangements for the Flagpole Gardens. Cllr Ringer was invited to speak. He confirmed that the Clerk has been investigating liability cover as there were some concerns on whether the existing grass cutting arrangements comply with the requirements of the Council's Zurich insurance policy. Cllr Ringer had spoken with the Church which suggested a potential solution whereby the current volunteers could continue cutting the grass with the lawnmower ownership being transferred to the Church. This would enable the grass cutting arrangements to continue under the Church's insurance policy and liability. As part of this arrangement, it was further suggested that the Council

could consider donating to the church annually towards fuel, servicing of the lawnmower and any future grass cutting costs subject to supporting evidence being provided by the Church. The church is due to discuss this at their meeting in November. **Deferred**

8. Parish Partnership Scheme 2027/2028

Cllr Ringer updated the council that Little Barningham were interested in making an application for a SAM3 device with the potential suggestion of sharing the device with Plumstead who could contribute to the cost. With the scheme covering the cost of up to 75% of the cost, the remaining amount, which could be split between both councils, would be approximately £500 each. The benefits of this were discussed and it was **agreed** for this cost to be incorporated into the 27/28 budget until plans are confirmed.

9. Bus Shelter

An update was given to include costs of some materials which a resident had kindly put together for consideration in mind to keep costs down with potentially the possibility of residents fixing the bus shelter. The insurance requirements were discussed, and it was confirmed that to satisfy insurance requirements, a contractor would need to carry out the works. It was highlighted that funds available to the council were limited. Cllr Ringer offered to cover the materials and labour costs by using the NNDC councillor community grant. This would be sent to the Clerk to apply. It was **agreed** to proceed with fixing the bus shelter on the assumption the grant was awarded. **Action: Clerk**

10. Confidential Matters

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

a) The Clerk prepared a report for councillors to include the financial position of the council, recommendations on general reserves levels and financial forecasts to the current and draft 27-28 budget. *The Clerk left the room*.

It was **agreed** to amend the Clerks hours on a temporary basis to 4 hours per week until May 27. This would be backdated from 1st July 2026.

Meeting closed at 8.20pm

DRAFT