

PLUMSTEAD PARISH COUNCIL

Minutes of the Annual Meeting of Plumstead Parish Council held on Friday 12nd December 2025 at 6.30pm in Plumstead Church

Parish Councillors: Ruth Campion-Ridge, (Chair), Pip Burden, Matt Ridge, Sophie Buck,

Parish Clerk: Cherrie Woods

Members of the public: 2

1. Apologies for Absence
Cllr Fulford
2. Declarations of interest
None
3. To approve and sign the Minutes of the parish council meeting held on 22nd August 2025
Proposed by Cllr M Ridge and seconded by Cllr Burden and unanimously agreed, previous minutes were approved and signed as a true record.
4. To approve and sign the extraordinary minutes of the parish council meeting held on 25th September 2025
Proposed by Cllr Burden and seconded by Cllr M Ridge and unanimously agreed, previous minutes were approved and signed as a true record.
5. Open Session for Members of the Public to speak
Cllr Campion-Ridge was happy for 1 member of the public to participate in item 12 and 2 members of the public to participate in item 13
6. To receive reports from County & District Councillors (for information only)
None
7. Finance
 - a) The Clerk presented the financial report and presented the council with the latest bank reconciliation
 - b) Payments and receipts included in the financial report were noted
 - c) As proposed by Cllr Campion-Ridge and seconded by Cllr Buck, it was **agreed** to adopt the financial risk assessment policy as recommended
 - d) The current bank signatories were discussed however this was **deferred** to a future meeting
8. Budget 2026/2027
 - a) The Clerk presented a 3-year forecast on the income and expenditure. This was circulated to all members prior to the meeting
 - b) The current position of the earmark reserves were discussed. As proposed by Cllr Campion-Ridge and seconded by Cllr Buck, it was **agreed** to move £10.01 back to general reserves as this amount was now surplus to requirements. The peg/open gardens & summer fair 2018 and Cessation of Plumstead 2000 fund currently hold a total of £4128.76. Ideas were discussed on how these funds could be used to benefit the community ensuring that the spending restrictions were adhered to.
 - c) The budget for 2026/2027 was discussed. The Clerk highlighted to the council that she had included a £20 per annum increase in the working from home allowance inline with inflation as this amount hadn't changed for many years. She also confirmed the budgeting figure also included a Microsoft 365 'family' rather than the current 'personal' package. It was

highlighted that this would be beneficial to the chair who currently didn't have access to Microsoft causing restrictions within her role. Members requested a further £50 was added to the annual mower service. As proposed by Cllr Campion-Ridge and seconded by Cllr M Ridge, the budget for 2026/2027 was **agreed**. All in favour.

- d) As proposed by Cllr Campion-Ridge and seconded by Cllr Buck, it was **agreed** to request a precept of £3750.00 for 2026/2027, representing a 5.6% increase. This equates to an approximate rise in £3.91 per household per annum.

9. Discuss and agree action on fence surrounding the pond

It was noted that a member of the public had written to the clerk to suggest permanent fence ideas for the pond along with information of how the parish could apply for grants. The council discussed the preference in having a 'natural' approach which had been favoured at previous council meetings also. Cllr Campion-Ridge will seek prices to purchase suitable plants which would act as a natural fence. The Clerk will explore fully funded trees/plants schemes which may be available to the council.

10. Receive update on the purchase of SAM2/SAM3

The parish had been exploring the possibility of sharing a SAM2/3 unit with surrounding villages. District Councillor Callum Ringer has been supportive of this and had proposed this idea to villages including Matlaske, Edgefield and Little Barningham. This would be supported by the Parish Partnership funding also and county councillor funding dramatically reducing the cost to the village. Although some villages showed strong interest, others didn't fully support this idea at present. The Parish Partnership funding scheme for 2025/2026 submission date deadline was 1st December. The parish will look to revisit this when the scheme becomes available again. Purchasing yellow backing for the 30mph signs for the Beaconsthorpe entrance to the village is still being investigated by the parish. This is due to complaints being received from parishioners regarding speeding in the village.

11. Maintenance of Parish Council assets including any updates

- At present there is no maintenance required for parish assets. The risk assessment which is due in February would determine whether there was a need for any improvements.
- Cllr Campion-Ridge is in the process of purchasing some rust treatment for the village sign. Cllr M Ridge will assist with the selection of this.

12. Consider the purchase and maintenance of a dog waste bin

A member of the public was invited to speak regarding the need for a village dog waste bin. He mentioned there were several dog owners in the village who currently don't have access to a bin which was causing incorrect disposal of the waste. With the discussion regarding the earmarked reserve in item 8b which has spending restrictions, it was mentioned that this purchase could fall within the terms and could provide an extra service to the community benefiting dog owners and decreasing the likelihood of incorrect disposal of waste. Costs were presented to the council for NNDC to install a dog bin and post at a value of £350.00 and estimated cost of £188.76 for fortnightly emptying by NNDC. It was **agreed** to proceed with this purchase providing the ear marked reserve could be used and the necessary application to highways was made to place the bin in the desired area (adjacent to the map near the green opposite the pond) Proposed by Cllr Campion-Ridge and seconded by Cllr Burden.

13. Consider a 'bric-a-brac' event in collaboration with Plumstead Church and agree any actions

2 members of the public were invited to speak who were involved with Plumstead Church and its events. It was suggested whether the parish council and church could work together in holding a 'bric-a-brac' and other similar events in the future which would generate funds to be split between both for the purpose of creating future events for the community. This was **deferred** to the next meeting.

14. To discuss and agree for parish email address to be registered as a gov.uk email address in line with AGAR 'assertation 10' requirements

It was **agreed** to adopt a gov.uk email address in line with new legislative requirements. The Clerk would look to locate a provider who could offer this free of charge. Proposed by Cllr Campion Ridge and seconded by Cllr Buck.

15. To discuss and agree a website for £108+VAT (discount available for 3-year purchase) in line with AGAR 'assertation 10' requirements

A quotation was received by Steve Jackman to update the website to a 'parish owned' website in line with new legislative requirements. It was agreed to proceed with this quotation on a 3-year subscription which would be costed at 2 years which was part of the discounted offer. Proposed by Cllr Campion Ridge and seconded by Cllr Buck.

16. Items for next agenda/late items for discussion

17. Date of next meeting

TBC – February 2026

18. Confidential Matters

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

None.

Meeting closed at 20.04