

Brisley Parish Council

THE NEXT MEETING OF BRISLEY PARISH COUNCIL WILL BE HELD ON WEDNESDAY 2ND FEBRUARY 2022 AT 7.00PM IN THE VILLAGE HALL.

The public and press are cordially invited to attend and are able to address the Council during the Public Participation session.

Our Standing Orders do not permit members of the public and press to take part in the debates.

AGENDA

1. Welcome and apologies for absence.
2. To receive declarations of interest.
3. To approve the minutes of the meetings held on 1st December 2021 and the 20th December 2021.
4. To receive County and District Councillor reports.
5. Open Forum: an opportunity to hear from members of the public.
6. Highways
 - a) To receive an update on matters reported to Norfolk and Breckland Councils.
 - Gateley Road – covered drain – works awaited.
 - Trod, Church Street – water collecting in surface – reported to Highways.
 - Church Street, near to the Square House – pavement too narrow for pushchairs and mobility scooters etc – C/Clr Kiddle-Morris taking this matter forward and requesting that the pavement be widened.
 - Junction of School Road and Church Street – crash rail or bollards be installed on the verge - C/Clr Kiddle-Morris taking this request forward.
 - b) To receive a report regarding village footpaths.
7. Planning
 - a) Applications for consideration.
 - 3PL/2021/1703/HOU – Maltings Farm, Gateley Road - extension to front of farmhouse, new roof on existing conservatory and larch cladding to first floor.
 - 3PL/2022/0006/F – Ash Leigh, Gateley Road - proposed Conversion of Former Builders Storage Building to Holiday Unit.
 - Any applications received since the publication of the agenda.
(Go to: <http://planning.breckland.gov.uk/OcellaWeb/planningSearch>).
 - b) To note any planning decisions/appeals.
 - 3PL/2021/0274/CU – Caravan, Back Lane, Stanfield - change of use of agricultural and brown field land to residential caravan use for an extended Traveller family. A maximum of two static caravans and three touring caravans to be stationed on the land, on either a temporary or permanent basis (Retrospective).
 - Appeal - 3PL/2021/0146/F – land off Gateley Road east of Old Orchards and North of Butlers & Church House Barn, Gateley Road - Erection of three detached dwellings with integral garage with access via shared driveway directly from Gateley Road.

- 3PL/2021/1505/VAR – Manor Farm, Elmham Road - variation of Condition No2 on 3PL/2020/1228/F - removal of the set back in garden room west elevation wall (squaring off the extension) – APPROVED.
- 3PL/2021/1537/HOU - Hall Farm, Church Street - proposed Extension to Front and Side Elevations to form Enclosed Porch – APPROVED.
- 3PL/2021/1572/HOU – Ramsdale, School Road - proposed Single Storey Side & Rear Extension – APPROVED.
- 3PL/2021/1634/F – Hall Farm, Church Street – proposed standing of Shepherd’s Hut for holiday accommodation.

c) To consider progressing with the ‘Housing for Local People’ scheme.

8. Open Spaces

- a) To receive an update regarding maintenance and management of the Green.
- b) To consider replacing the Allotment gate.
- c) To receive an update regarding the Higher Level Stewardship Scheme for Harpers Green.

9. To receive reports on the regular checks.

- North Green
- South Green
- Churchyard
- Play Area
- Patch Corner
- Allotments
- Amenity Area
- Harpers Green

10. To receive an update from the working party regarding joint parish commemoration to mark the Queens Platinum Jubilee in 2022.

11. Finance & Governance Matters

- a) To receive a financial report for the year ending 31st March 2022.
- b) To note the retirement of the internal auditor and to appoint a replacement.
- c) To consider approval of the following policy documents:

- Financial Regulations
- Assets Register
- Risk Assessment & Management Policy
- Equality & Diversity Policy
- Allotment Policy
- Lone Workers Policy
- Complaints Procedure

d) To approve the following payments:

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| • Clerk (Feb Salary & Expenses) | £TBC |
| • Contractor (Allotment Plot Preparation) | £TBC |
| • UWECG Membership | £80.00 |
| • WAVE – Allotment Water | £11.09 (DD) |
| • Village Hall Hire 2021 | £TBC |

12. Correspondence for circulation.

(any correspondence received after the agenda has been published will be circulated at the meeting).

- Nominations for Queen’s Jubilee Garden Party Draw.

13. To receive any new items for the next agenda.
14. To note the meeting dates for 2022
- 2nd March
 - 4th May (Annual Meetings)
 - 1st June
 - 6th July
 - 7th September
 - 5th October
 - 2nd November
 - 7th December
15. To note the next meeting of the Parish Council will be held at 7.00pm on Wednesday 2nd March 2022 in the Village Hall.

Sheryl Irving
Clerk to the Council
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Thursday 27th January 2022