

## Brisley Parish Council

Minutes of a meeting of Brisley Parish Council held at 7.00pm on Wednesday 2<sup>nd</sup> November 2022 in the Village Hall.

**Present:** Cllr Henry Collinge (Chair)  
Cllr Tony Irons (Vice Chair)  
Cllr Peter Dennis  
Cllr Julie Colley  
Cllr Bobby Green  
Cllr Nicola Curl  
Cllr Richard Savory

Sheryl Irving (Clerk)

### **1. Welcome and apologies for absence.**

The Chairman welcomed everyone to the meeting, apologies were received from C/Cllr Mark Kiddle-Morris.

### **2. To receive declarations of interest.**

There were none received.

### **3. To approve the minutes of the meeting held on 5<sup>th</sup> October 2022.**

Cllr Collinge proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr Irons and unanimously agreed by Council. The Chairman duly signed the minutes.

### **4. To receive County and District Councillor reports.**

A report from the County Cllr is attached.

### **5. Open Forum: an opportunity to hear from members of the public.**

There were no members of the public present.

### **6. Highways**

#### **a) To receive an update on matters reported to Norfolk and Breckland Councils.**

Council noted the following updates.

- Gateley Road – covered drain – works still awaited and being chased up. Highways have now confirmed that no works will be carried out but will be monitored by Highways.
- Church Street, near to the Square House – pavement too narrow for pushchairs and mobility scooters etc – C/Cllr Kiddle-Morris taking this matter forward and a scheme is being put together.

- Brisley Footpath 6 – bridge from field to paddock reported to Highways and will be replaced.
- Request for better signage for the unfenced common to alert drivers to the loose sheep – C/Clr Kiddle-Morris taking this forward.
- Blocked drain near to Hall Farm/Brisley Hall – reported to Highways.
- Woods Lane (from Elmham Road) – surface breaking up – reported to Highways, no immediate works programmed but will be monitored by Highways.
- Woods Lane (from Gateley) – 30mph sign obscured – reported to Highways and works programmed.

Council considered highway safety on the narrow section of Fludges Lane where there is no refuge to seek safety and agreed to contact Sustrans for any suggestions to improve safety and to also approach the landowner to request consideration of a permissive pathway.

**b) To receive an update to the formal request submitted to Norfolk County Council for a speed limit on the B1145, from Panford Beck to existing speed limit.**

Council noted that the request is now on the list for consideration and has the support of C/Clr Kiddle-Morris.

## 7. Planning

**a) Applications for consideration.**

There were no applications for consideration.

**b) To note any planning decisions/appeals.**

Council noted the following two applications had been approved.

- 3PL/2022/0905/HOU – Mill Farm Cottage, The Green - proposed Two Storey Side, First Floor Rear and Garden Room Extensions with Alterations.
- 3PL/2022/0889/LB & 0888/F (amended) - Chesham House, School Road - proposal to install 20 in number, 390w solar panels on a ground mounted array, along with 2x 5kw batteries and an appropriate inverter. Installation proposed in rear field out of sight of the main property. This would be in lieu of the roof mounted solar panels on an outbuilding conversion, which have been approved in 3PL/2022/0425/HOU and 3PL/2022/0323/LB.

Council noted no decision had yet been made on the following applications.

- 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).
- Planning appeal: 3PL/2021/1109/O – land off Gateley Road - First Homes application. 4, two-bedroom semi-detached properties. 3, 3-bedroom bungalow to be sold or rented under the new First homes regulations.
- 3PL/2022/0818/F – Barracouta, Fakenham Road - proposed change of use of workshop to a dwelling with associated works.
- 3PL/2022/1026/HOU – Marpa Cottage, Church Street - proposed two storey side extension, various internal and fenestration alterations. Proposed double garage/carport and front boundary wall.

**c) To receive an update regarding the 'Housing for Local People' scheme.**

Council noted that some land had been put forward for consideration and this was ongoing.

**8. Open Spaces**

**a) To receive an update regarding effluent in pond on South Green.**

Council noted that the Environment Agency had acknowledged the complaint and would be investigating.

**b) To note the minutes of the Grazing Rights Holders Meeting held on Monday 10<sup>th</sup> October 2022 and consider matters raised.**

Council noted the minutes of the meeting and agreed a change of date to the next meeting – now 27<sup>th</sup> February 2023. The following matters were also considered.

- A Section 38 application for an increase in the area permitted to be fenced on the Green – Cllr Dennis proposed that an increase to 20% of the area permitted to be temporarily fence should be submitted, as there were now three active graziers and the existing 10% was not adequate. This was seconded by Cllr Savory and unanimously agreed by Council.
- Scrub clearance this winter – Cllr Curl proposed two day's scrub clearance, one for the Green and one for Harpers, this was seconded by Cllr Green and unanimously agreed by Council.
- Dredging the ditch across the South Green – Council agreed that, given the current maintenance responsibilities, this should be included in the budget for the year ending 31<sup>st</sup> March 2025.
- The purchase of reflectors for the posts on South Green – Cllr Collinge proposed a budget of up to £20 for the purchase of reflectors, this was seconded by Cllr Colley and unanimously agreed by Council. The Chairman volunteered to deal.

Cllr Dennis reported on meetings he had attended regarding bio-diversity net-gain, regarding a 30 year agreement for scrub which may have been suitable for the Green. However, he reported that there would be too many prescriptions to make it workable for the Green and advised Council not to proceed. Council accepted the advice.

**9. To receive an update regarding the memorial tree for the late Queen Elizabeth II and an outstanding Jubilee event invoice.**

Cllr Dennis proposed the purchase of a hedging mat, at a maximum cost of £80, to help planting/growth, this was seconded by Cllr Green and unanimously agreed by Council.

An unexpected invoice had been received for the Jubilee event, with all the grant funding now spent. The Chairman was extremely disappointed that the Committee had not budgeted correctly and that the precept was now having to fund this, particularly as a grant had been obtained for the event. However, Cllr Savory will speak to the company and try to reduce the bill.

**10. To receive reports on the regular inspection checks of village sites where the Council has a responsibility.**

North Green (Cllr Bobby Green) – nothing to report.

South Green (Cllr Nicola Curl) – nothing to report except cattle "electric" fence still in place just below Pond Farm, with cattle now grazing.

Churchyard (Cllr Tony Irons) – nothing to report.

Play Area (Cllr Tony Irons) – nothing to report.

Patch Corner (Cllr Peter Dennis) – nothing to report.

Allotments (Cllr Peter Dennis) – nothing to report.

Amenity Area (Cllr Peter Dennis) – The commemorative benches could do with being cleaned and oiled for next year.

Harpers Green (Cllr Peter Dennis) – The cattle have now been removed from the Green for the winter months. Further scrub maintenance has been approved (see item 8b above).

## **11. Finance & Governance Matters**

### **a) To receive a financial report for the year ending 31<sup>st</sup> March 2023.**

The financial report was noted.

### **b) To consider approval of the grass cutting contracts for 2023.**

Council agreed there was a need to reduce the revised figure for 2023 although noted that the village had been surveyed recently and agreed that regular grass cutting was desirable. However, the contractor will be contacted and adjustments sought.

### **c) To consider the draft budget and set the precept for the year ending 31<sup>st</sup> March 2024.**

Council agreed to remit this item to the next agenda to allow members to give the draft budget full consideration.

### **d) To note the rent review of the Amenity Area and consider any response.**

Council agreed a letter should be sent to Norfolk County Council in mitigation against any rent increase.

### **e) To approve the following payments.**

Cllr Collinge proposed approval of the following payments, this was seconded by Cllr Colley and unanimously agreed by Council.

• Clerk (Nov Salary & Off All)	£376.37 (SO)
• Grass Contractor 1	£162.00
• Grass Contractor 2	£320.00
• Patch Corner – Contractor	£540.00 (paid)
• Grass Contractor 2 (Sept)	£320.00 (paid)
• NCC Amenity Rent	£750.00
• 2 x Poppy Wreaths	£50.00
• Memorial Oak Tree	£170.00
• Memorial Plaque	£76.00
• ICO	£35.00 (DD)

- SLCC Membership £144.00
- (Brisley-£50.63, remainder will be reimbursed)

**12. Correspondence for circulation.**

There was no correspondence for consideration.

**13. To receive any new items for the next agenda.**

There were no new items received for the next agenda.

**14. To note the next meeting of the Parish Council will be held at 7.00pm on Wednesday 7<sup>th</sup> December 2022 in the Village Hall.**

The date of the next meeting was noted and the Chairman then closed the meeting at 8.13pm.

Signed:

Date:

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**BRISLEY PARISH COUNCIL - NOVEMBER 2022**  
**BUDGET REPORT FOR YEAR ENDING 31ST MARCH 2023**

<b>PAYMENTS*</b>	<b>BUDGET 2022/23</b>	<b>SPEND TO DATE</b>	<b>AVAILABLE</b>	<b>% SPEND</b>	<b>RECEIPTS</b>	<b>BUDGET 2022/23</b>	<b>RECEIVED TO DATE</b>	<b>DUE</b>	<b>% RECEIVED</b>
Salary	4,641	2,911	1,730		Precept	12,150	12,150	-	100%
Admin	1,817	1,146	671		Burials	-	-	-	
Open Spaces	5,720	3,502	2,218		Bank Interest	-	-	-	
Amenity	3,410	1,873	3,410		Wayleaves	509	509	0	100%
Donations	-	-	-		Allotments	395	75	320	19%
<b>TOTAL</b>	<b>15,588</b>	<b>9,432</b>	<b>6,156</b>		Amenity	2,028	-	2,028	
					Admin	-	7	-	7
<b>HLS</b>	<b>900.00</b>	<b>275.00</b>	<b>625.00</b>		<b>TOTAL</b>	<b>15,082</b>	<b>12,741</b>	<b>2,341</b>	
<b>TOWNLANDS</b>	<b>264.00</b>	<b>0.00</b>	<b>264.00</b>		<b>HLS</b>	<b>728</b>	<b>-</b>	<b>728</b>	
<b>DEFIBRILLATOR</b>	<b>226.00</b>	<b>226.00</b>	<b>0.00</b>		<b>Defibrillator</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<i>*includes payments as listed on agenda</i>					<b>TOWN LANDS</b>	<b>264</b>	<b>-</b>	<b>264</b>	

<b>BRISLEY PARISH COUNCIL</b>	
<b>BANK RECONCILIATION AS AT 11/10/2022</b>	
<b>Balance per bank statements</b>	
Barclays Current Account	27,729.75
Less any unrepresented cheques	0.00
Add any outstanding payments into bank	0.00
	<b>27,729.75</b>
<b>The net balance reconciles to the Cash Book for the year, as follows:</b>	
Opening Balance as at 1st April 2022	24,231.50
Add receipts in the year	14,274.85
Less payments in the year	10,776.60
<b>Closing balance per cash book</b>	<b>27,729.75</b>
<b>which includes the following reserves:</b>	
Brisley Green	336.42
Higher Level Stewardship Scheme	7,115.71
Defibrillator	1,152.65
Townlands	464.00
Admin - Office Equipment	59.17
Jubilee Fund	276.71
Open Spaces:	
Pond Project	200.00
Allotment Deposit	100.00
Knotweed at The Hill	40.00
<b>GENERAL RESERVE</b>	<b>17,985.09</b>

**Norfolk County Council**  
**Member for Necton and Launditch**  
**Report: November 2022**

**Norfolk Minerals and Waste Local Plan:** The pre-submission consultation on the updated Minerals and Waste Local Plan is still open for representations on site allocations and policies.

Full details of the allocated sites and policies are contained within the publication document. The publication document, background documents and a downloadable and printable representation form are available on Norfolk County Council's website at: [www.norfolk.gov.uk/nmwdf](http://www.norfolk.gov.uk/nmwdf) on the "Norfolk Minerals and Waste Local Plan Review" page.

Where possible the County Council would prefer representations to be made directly to <https://norfolk.oc2.uk/> however, responses by post and email will also be accepted. Any representations that you make will be published on Norfolk County Council's website.

**All representations, using whatever method, must be made by 5pm on 19 December 2022. The period has been extended from the previous deadline of 11 November.**

**Avian Flu:** The outbreak of Avian Flu is now very serious with Norfolk at the epicentre of the crisis with 80 confirmed new cases since the beginning of October. Locally there are some outbreaks centred around Whissonsett, Beeston/Longham and Stanfield/Brisley. Around each site there is a 3km Protection Zone and a 10km Surveillance Zone. I have the text (already sent to PC clerks in the affected areas) of the restrictions applicable to the zones which I can send to any interested parties if required. The Avian Flu outbreak is not restricted to domestic birds, the native wild bird population is being badly affected. Dog walkers have been asked to keep their dogs from approaching dead birds and to keep their dogs on a lead when walking on the north Norfolk beaches to prevent the spread of the disease.

**Dereham Library:** A reminder that Dereham library will close for one week from Monday 28<sup>th</sup> November reopening on Monday 5<sup>th</sup> December. This is to allow building work to expand the library space and to create offices on the first floor.

**Parish Partnership:** Another reminder, applications to the Parish Partnership Scheme will be accepted until 9<sup>th</sup> December. There is over £600k of money set aside to fund 50% of small highway improvements requested by parishes. Parishes were sent details of the scheme, listing the kind of projects that can be considered, last June. Help with the submission process can be obtained by emailing [ppschemes@norfolk.gov.uk](mailto:ppschemes@norfolk.gov.uk) or by telephone on 01603 228905. Any successful bids will be implemented in financial year 23/24.

**General:** As more information of interest becomes available during the month I will pass this on either for inclusion in your net meeting or for immediate transmission to councillors as required.

Mark Kiddle-Morris.

31st October, 2022.