

## **Brisley Parish Council**

Minutes of a meeting of Brisley Parish Council held at 7.00pm on Wednesday 1st March 2023 in the Village Hall.

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

District Cllr Gordon Bambridge  
Sheryl Irving (Clerk)

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

The Chairman welcomed everyone to the meeting. Apologies were received from County Cllr Mark Kiddle-Morris.

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

There were none received.

### **3. To approve the minutes of the meeting held on 1<sup>st</sup> February 2023.**

Cllr Irons proposed that the minutes be accepted as a true record, this was seconded by Cllr Green and unanimously agreed by Council.

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

D/Cllr Bambridge updated Council on the ongoing review of the Local Plan and the consultation which will open in early March. The consultation will consider policy for new housing and he said that Breckland must supply 788 houses per year over a 25 year period and a large proportion of those have been approved near Attleborough and Thetford. The proposed 'New Town at Bintree' was discussed and it will only go forward if it meets policy. He encouraged Council to respond to the consultation and also to encourage parishioners to respond.

The Chairman said he had attended the first meeting of the Campaign against the New Town which had been held at North Elmham and they also suggested widely advertising the Breckland consultation.

The D/Cllr said the 'Housing for Local People' scheme will take a considerable amount of time to bring to completion and he said that Brisley was sensible to consider the scheme which allowed local people to stay in their area, affordably.

The Chairman thanked the D/Cllr for attending and D/Cllr Bambridge then left the meeting.

## **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:

- Church Street, near to the Square House – pavement too narrow for pushchairs and mobility scooters etc – Highways requested to reconsider original suggestion of a trod on opposite side of road, they have now responded that they will not take this forward and Council agreed to remove the item from the agenda.
- 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 and the request for better signage for the unfenced common to alert drivers to the loose sheep – this is on the list for consideration in 2023/24 financial year.

### **b) To receive an update regarding highway safety measures for Fludges Lane.**

There was no update in respect of this matter.

### **c) To consider any action which can be taken in respect of the gorse obstructing highway visibility on Patch Corner.**

Council agreed to once again contact Highways to request the gorse be cut back. As it is not parish council land the parish council land is unable to action this themselves.

### **d) To consider lending the SAM II Sign to Beeston Parish Council for six weeks.**

Cllr Dennis proposed that the sign be lent to Beeston Parish Council on the proviso that it was only for six weeks and Beeston must provide insurance cover and be liable for any loss, this was seconded by Cllr Colley and unanimously agreed by Council.

## **7. Planning**

### **a) Applications for consideration.**

There were no applications to consider.

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

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

- 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/2023/0004/HOU – Orchard Cottage, The Green - single storey side extension.
- 3PL/2023/0025/F – St Bartholomew's Church, Church Street – construction of timber shed to accommodate accessible toilet.

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

There was no update in respect of this matter.

**d) To consider any action in respect of the New Town site submitted to the Breckland Local Plan call for sites.**

This matter had been discussed at item 4 above.

**e) To consider any response to the forthcoming consultation in respect of the Breckland Local Plan.**

This item had been discussed at item 4 above and Cllr Collinge proposed that authority to respond, in consultation with Council, be delegated to the Clerk, this was seconded by Cllr Colley and unanimously agreed by Council.

It was also agreed to circulate the information via a Spring newsletter.

**f) To consider the amended position of the proposed toilet hut at the church.**

Council agreed it was unreasonable that the proposed toilet could not be sited closer to the church, as originally planned, which would allow for easy access particularly for anyone with mobility issues, because of objections raised by Historic England. However, it was noted that the amended position was within the burial ground owned by the Parish Council and Cllr Collinge proposed that the Parish Council approve the location, this was seconded by Cllr Savory and unanimously agreed by Council.

**8. Open Spaces**

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

Council agreed that the source of the pollution needed to be identified before the pond could be restored. It was agreed to set up a meeting with residents to try to find a solution to the problem.

**b) To note the temporary easement on the North Green ends on the 6<sup>th</sup> May and to consider any action required.**

Council noted that the easement is due to end on the 6<sup>th</sup> May and a letter will be sent to the owners of the land asking them to restore the land/ditch.

**c) To consider any action regarding the use of the North Green for storage of feed and farm implements.**

Council noted that the farm implements will be tidied up by Spring. However, Cllr Savory said that with a new grazier now in place it would be an appropriate time to remind the active graziers of their responsibilities such as fencing, animal welfare, no supplementary feeding, keeping farm machinery off the Green etc. This would be for the benefit of the graziers, public access, animal welfare and was necessary as the rules and regulations relating to farming were much stricter in recent years and had to be followed. It was discussed how the guidelines would be dealt with if they were ignored and agreed that upon a first breach a letter would be sent, then a second letter with a warning, with the ultimate sanction being to involve Natural England who could prosecute on behalf of the Council.

Cllrs Savory and Dennis volunteered to draw up the guidelines and Cllr Collinge proposed that they do so, with authority delegated to the Clerk to seek Council approval and then circulate to grazing rights holders, this was seconded by Cllr Colley with five in favour and one abstention.

Cllr Dennis also volunteered to monitor the grazing on the Greens in respect of stock numbers by grazier, welfare of stock and movement of fences.

**d) To note the minutes from the Grazing Rights Holders Meeting held on 27<sup>th</sup> February 2023 and consider any issues raised.**

The minutes were noted and the following issues raised were considered.

To increase access to Harper's Green, Council noted that the majority of the common was historically fenced and there was no obligation to improve access. Furthermore, the Norfolk Wildlife Trust had recently visited and said that it was a very special place for wildlife and one which was rare in Norfolk. That being the case, there was no proposal to increase the current access arrangements.

The many pathways now being cut on the common was raised by the grazing rights holders and Council agreed that it was a working common with public access but there was no obligation to provide pathways which can sometimes be a source of complaints if they are blocked by the animal fencing. Cllr Collinge proposed that no paths should be permitted with the exception of the one path on the South Green which runs alongside the road, for highway safety, this was seconded by Cllr Irons and unanimously agreed by Council. The information will be circulated to residents via a newsletter.

A path on the North Green was suggested but, given the above and the associated costs, there was no proposal to take this forward.

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

There was nothing to report in respect of the North Green, the Amenity Area and Patch Corner.

South Green (Cllr Nicola Curl) – Sheep are grazing down to Pond Farm and lambs are just beginning to arrive. Dog walkers are reminded to keep their dogs under strictest control at this important time. The cattle fencing is now surplus to requirements as there are no cattle currently grazing this end of the Green and it will be removed.

Play Area (Cllr Tony Irons) – The box containing the safety harness appears to have been broken into, the lock is broken and the harness is missing, the contact details notice is also missing. Cllr Irons has located the harness and Council questioned the need for it now. It was agreed to remove the box, retrieve the harness and monitor the situation.

Allotments (Cllr Peter Dennis) – The latest batch of Christmas trees has been planted, some replacing failed trees after last years' hot and dry summer.

Churchyard (Cllr Henry Collinge) – There are some moles present and these will be dealt with before the grass contractor commences work, which is likely to be at the end of March.

Harpers Green (Cllr Peter Dennis) – Mulching work has been carried out by our contractor to contain gorse spread and to clear areas around tree stands. The same contractor also carried out work on the North and South Greens to restrict scrub encroachment.

**10. To receive an update regarding a Brisley Mental Health Champion.**

In the absence of Cllr Curl, there was no update in respect of this matter.

**11. Finance & Governance Matters**

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

The financial report (attached) was noted.

**b) To consider any charitable donations.**

Council agreed that given the current financial situation and the pressures on the Council budget that no donations should be made this year.

**c) To receive an update in respect of the Townlands Charity.**

In line with the Charity purposes and given that no requests had been received for assistance from parishioners, Cllr Dennis proposed that £500 be donated to the Church Restoration Fund, this was seconded by Cllr Irons and unanimously agreed by Council.

**d) To approve the following payments.**

Cllr Collinge proposed that the following payments be approved, this was seconded by Cllr Colley and unanimously agreed by Council.

• Clerk (March Salary & Off All)	£408.09 (SO)
• HMRC (refunded by Clerk)	£5.60
• Mulching on Harpers & North & South Greens	£1,326.00
• Public Notice Advert (refund to Clerk)	£320.22
• Donation to Church (Townlands)	£500.00

**12. Correspondence for consideration.**

Consultation - A County Deal for Norfolk – Devolution – Council agreed not to respond to this consultation.

Great British Spring Clean – the Chairman will organise a litter pick on a Busy Brisley day.

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

There were no new items for the next agenda.

- 14. To note the next meeting of the Parish Council will be held on Wednesday 10<sup>th</sup> May 2023, following the Annual Parish Meeting which will commence at 6.30pm in the Village Hall.**

Council noted the date of the next meeting and the Chairman then closed the meeting at 9.02pm.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

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**BRISLEY PARISH COUNCIL - MARCH 2023**  
**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	4,762	- 121		Precept	12,150	12,150	-	100%
Admin	1,817	1,522	295		Burials	-	-	-	
Open Spaces	5,720	4,809	911		Bank Interest	-	11	- 11	
Amenity	3,410	2,163	3,410		Wayleaves	509	509	- 0	100%
Donations	-	-	-		Allotments	395	585	- 190	148%
<b>TOTAL</b>	<b>15,588</b>	<b>13,257</b>	<b>2,331</b>		Amenity	2,028	2,034	- 6	
					Salary PAYE	-	11	-	
<b>HLS</b>	<b>900.00</b>	<b>275.00</b>	<b>625.00</b>		Admin	-	101	- 101	
					<b>TOTAL</b>	<b>15,082</b>	<b>15,401</b>	<b>- 319</b>	
<b>TOWNLANDS</b>	<b>264.00</b>	<b>0.00</b>	<b>264.00</b>		<b>HLS</b>	<b>728</b>	<b>1,469</b>	<b>- 741</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>	
					<b>TOWN LANDS</b>	<b>264</b>	<b>264</b>	<b>-</b>	
<i>*includes payments as listed on agenda</i>									

Open Spaces includes the Churchyard, Patch Corner, the Amenity Area, the Play Area and the Allotments & the Christmas Tree project etc.

<b>BRISLEY PARISH COUNCIL</b>	
<b>BANK RECONCILIATION AS AT 07/02/2023</b>	
<b>Balance per bank statements</b>	
Barclays Current Account	26,095.86
Less any unpresented cheques	0.00
Add any outstanding payments into bank	0.00
	<b>26,095.86</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	18,983.32
Less payments in the year	17,118.96
<b>Closing balance per cash book</b>	<b>26,095.86</b>
<b>which includes the following reserves:</b>	
Brisley Green	336.42
Higher Level Stewardship Scheme	7,115.71
Defibrillator	1,152.65
Townlands	728.00
Admin - Office Equipment	59.17
Open Spaces:	
Pond Project	200.00
Allotment Deposits	150.00
Knotweed at The Hill	15.00
<b>GENERAL RESERVE</b>	<b>16,338.91</b>