

Brisley Parish Council

Minutes of a meeting of Brisley Parish Council held at 7.20pm on Wednesday 1st November 2023 in the Village Hall.

This meeting was preceded by a meeting with Breckland officers re the Local Plan and the proposed 'new town', notes of that meeting are attached.

Present: Cllr Henry Collinge (Chairman)
Cllr Tony Irons (Vice Chair)
Cllr Peter Dennis
Cllr Bobby Green
Cllr Julie Colley
Cllr Bridget Diggins
Cllr Richard Dykes

One Member of the Public
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 and District Cllr Gordon Bambridge.

2. To receive declarations of interest.

There were none declared.

3. To approve the minutes of the meeting held on 4th October 2023.

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

4. To receive County and District Councillor reports.

In the absence of both councillors, there was no report.

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

There were no matters raised by members of the public.

6. Highways - to receive an update on matters reported to Norfolk and Breckland Councils.

Council noted the following updates:

- 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.

- Gateley Road flooding – a site meeting has been held with the Highways Engineer and photos showing the extent of the flooding are being sent.
- School Road, blocked drain – reported to Highways and works programmed.
- Flooding on School Road – reported to Highways and will be resolved.
- SLOWS on School Road – request submitted to Highways.
- Amended Footpath 16 (nr Village Hall) signage (to include Village Hall and Church) – request submitted to Highways.
- Request to extend the speed limit further along Fludges Lane – on hold until speed limit on B1145 confirmed.

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 been made in respect of the following two applications.

- 3PL/2022/0818/F – Barracouta, Fakenham Road - proposed change of use of workshop to a dwelling with associated works.
- 3PL/2023/0935/HOU – Willow Farm, Woods Lane - single-storey extensions and alterations to existing dwelling.

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

Council noted there was no update in respect of this scheme.

d) To receive an update regarding the Breckland Local Plan and the 'New Town'.

This matter was dealt with at the preceding meeting, notes attached.

8. Open Spaces

a) To receive an update regarding the plan to deal with the effluent in the pond on South Green.

Two quotes had been received to fell the trees surrounding the pond, with one further quote awaited. It was agreed that it would be sensible to wait until just prior to the pond works next autumn before carrying out this work, to prevent any further tree growth.

The Grazing Rights Holder has kindly offered the use of his digger and driver and the water levels are being checked regularly to ascertain the correct height of the bund.

b) To receive an update regarding the Section 38 Application.

Council noted that Cllr Dennis and the Clerk had met with an officer from the Planning Inspectorate to inspect the site and a decision should be known before the end of the year.

c) To note the minutes of the Grazing Rights Holders meeting held on Monday 9th October 2023 and consider any matters arising.

The minutes were noted and the following matters had been raised.

- A Grazing Rights Holder had kindly volunteered to supply the pipe and assist in the laying of it across the two flooded areas on the footpath on the South Green. Council gratefully accepted this offer and Cllrs Dennis and Collinge will assist.
- Council considered the suggestion that the Jubilee bridge should be relocated to the other side of the Cricket Club, where it was likely to get more use. This will be advertised in the next newsletter to request views from residents. A wobbly handrail had also been reported but Cllr Dennis had inspected and there was no safety issue.
- A car park with grass mats had been suggested but Council did not see any need for any further parking, with parking available at both the Bell and the Cricket Club, and the cost of grass mats would be far too high.

d) To consider the quotes for tree maintenance/removal in the Amenity Area.

Two quotes had been received, with a third expected. Different approaches had been suggested by the three contractors and a decision will be made at the December meeting. It was agreed that the works should be widely advertised otherwise complaints are likely to be received when work commences.

A suggestion to sell the larger trees which were due for removal was considered but it would be far too expensive to remove them intact, which would outweigh any income received.

9. To receive reports on the regular inspection of village sites where the Council has a responsibility and consider any actions required.

North Green (Cllr Green) – nothing to report.

South Green (Cllr Diggens) – nothing to report.

Footpaths (Cllr Diggens) – nothing to report.

Churchyard (Cllr Irons) – parts are currently fenced off during work on the church, otherwise nothing to report.

Play area (Cllr Irons) – the new Dog sign has now been put in place thanks to Cllr Green.

Patch Corner (Cllr Dennis) – a bankside Willow has been blown over and will need removing either during the winter or when it is drier next year.

Allotments (Cllr Peter Dennis) – nothing new to report.

Amenity Area (Cllr Dennis) – maintenance discussed at item 8d. The Ash Trees have been inspected by NCC and no action advised; they will continue to inspect annually.

Harpers Green – Cllr Dennis proposed a further days’ mulching for both Harpers and areas of the North Green, this was seconded by Cllr Green and unanimously agreed by Council.

10. To consider matters relating to the Defibrillator.

Cllr Irons informed Council that the maintenance contract would continue, with no cut-off date as was previously suggested. The VETS scheme was also considered and it was agreed that it was a valuable service to have and Council should continue to fund it.

It was also agreed that a business card, with the VETS information, should be circulated to every household in the village.

11. Finance & Governance Matters

a) To receive a financial report for the year ending 31st March 2024.

The financial report (attached) was noted.

b) To note the amenity area rent review – 11th October 2024.

Council noted the review and agreed that a response requesting a reduction in the rent should be submitted.

c) To consider the grass cutting contracts for 2024.

Cllr Collinge proposed approval of the grass cutting contracts for 2024, this was seconded by Cllr Colley and unanimously agreed by Council. Council agreed that the current contractors provided an excellent service.

d) To consider the draft budget and set the precept for the year ending 31st March 2025.

Council agreed to remit this item to the December meeting.

e) To approve the following payments and note any receipts.

Cllr Collinge proposed approval of the following payments, this was seconded by Cllr Irons and unanimously agreed by Council. The receipts were noted.

PAYMENTS

| | | |
|-----|-----------------------------------|--------------|
| P48 | Clerk (November Salary & Off All) | £420.69 (SO) |
| P45 | Grass Contractor 1 | £577.50 |
| P46 | Grass Contractor 2 | £160.00 |
| P47 | NCC – Amenity Rent | £750.00 |
| P49 | Poppy Wreaths x 2 | £40.00 |
| P50 | ICO – Data Protection | £35.00 (DD) |

RECEIPTS

| | | |
|-----|------------------------|---------|
| R13 | Townlands – 1 | £45.00 |
| R14 | Townlands – 2 | £80.00 |
| R15 | Townlands – 3 | £145.00 |
| R16 | Allotment Rents (2024) | £100.00 |
| R17 | CPRE Refund | £24.00 |

In respect of the invoice from Breckland for £75 for the May election, Cllr Irons proposed that this be challenged on the grounds that there was no election, this was seconded by Cllr Diggins and unanimously agreed by Council.

12. Correspondence for consideration.

- Zero Hour – support for climate and ecology bill – no action was proposed.

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

The Policy and Objectives for Biodiversity will be added to the December agenda.

14. To note the next meeting of the Parish Council will be held at 7.00pm on Wednesday 6th December 2023, in the Village Hall.

The date of the next meeting was noted and the Chairman closed the meeting at 8.07pm.

Signed:

Date:

Meeting with Breckland Officers re the Local Plan and the 'New Town'

6.30pm on Wednesday 1st November 2023 in the Village Hall

The meeting was attended by Robert Walker, Deputy Chief Executive Officer, and Simon Wood, Director of Planning, the Chairman of the Parish Council, and 45 members of the public (including six parish councillors).

In response to questions from the audience, the following are the main points from the meeting.

- There had been over 2000 responses to the initial Local Plan consultation, with most of them referencing the New Town. Thirty-five parish councils had also raised concerns. All comments must be considered and the process respected.
- The new Local Plan informs where development sites will be located. A number of sites will be required to fulfil the five-year land supply.
- Large sites are not ideal for the supply trajectory with deliverability easier through a mix of large and smaller developments.
- Brownfield sites are prioritised, for example Swanton Morley and Thetford.
- 661 new dwellings must be delivered each year to meet government targets. Currently 25% of those must be affordable, this was previously 40%.
- The first submission to Cabinet is expected at the end of this month and it was advised that everyone read those papers. The meetings are also streamed online via the Breckland website.
- The first draft of the Local Plan will be produced by March 2024, which will then go to consultation, with submission to the Planning Inspector for approval anticipated at the end of 2024.
- Questions were raised re the proposed 'New Town' but Breckland officers could only answer hypothetically as no planning application had been submitted and the site was only under consideration following the recent 'call for sites'.
- Any large development would have to consider and consult regarding highways, energy, flooding and water, education etc. The infrastructure would be required to sustain it.
- No work has been done specifically on the 'New Town' but the site is being considered, along with all of the other sites submitted for consideration. Brownfield sites are prioritised and the fact that the 'New Town' site is isolated and on a greenfield site will be factors in the decision making process.
- Developers can lodge objections with the Planning Inspector and put forward sites, without the support of Breckland and outside of the Local Plan. The Secretary of State can also call in sites or request that sites be developed. The rules appear to be flexible.

- Breckland has a budget for the production of the Local Plan and a large amount has been committed to the 'New Town' site, simply because of the number of responses received.
- The site in question would provide 5,000 new homes, more than the 4,000 required by Breckland. Does Breckland want to build more homes than it has to?
- Breckland will only engage with the land agent/developer if and when the site meets the criteria and this will be at a pace determined by Breckland. No discussions re a planning application have taken place with the developers but Breckland has spoken to the developers re the call for sites, as it has with all other sites submitted.
- The proposed 'New Town' could deliver local housing needs in the right location. Any 'New Town' must have regard to local circumstances.
- If the site is not allocated for development, the developer can appeal at any time during the process, as can anyone. All information is on the Breckland website.
- The 'New Town' is being taken forward by a land agent working on behalf of more than one land owner.
- The Environment Bill 2021 requires all local authorities to have objectives for biodiversity and a site which adjoins the River Wensum, one of the most protected rivers in Europe, would be extremely difficult to mitigate.
- The Strategic Flood Assessment will inform the allocation of sites process, this will be relevant given the flooding problems in Billingford and North Elmham.
- New rules regarding net gain have been pushed back to January and Breckland are hoping the regulations will inform procedure. There will be a need to increase the current net gain % which will add costs to developments, is that sustainable?
- It is unlikely that the site could be approved, straddling two Local Plans, although both Thetford and Attleborough developments do so. The Breckland Officers could not hypothesise the next review of the Local Plan.
- The Local Plan review is likely to be completed before any change of government and planning policies. However, there is an argument that large scale developments should be located near the corridors of infrastructure, the A47 and A11.

Finally, Mr Walker advised everyone to read the cabinet minutes and get in touch if they had any further questions or comments.

The Chairman thanked everyone for attending and closed the meeting at 7.15pm.

FINANCIAL REPORT – NOVEMBER 2023

| Bank Reconciliation as at 10th October 2023 | | |
|--|--------------|------------------|
| Balance per bank statements | | |
| Barclays Current Account | 28,631.17 | |
| Less any unpresented cheques | 0.00 | |
| Add any outstanding payments into bank | 0.00 | |
| | | 28,631.17 |
| The net balance reconciles to the Cash Book for the year, as follows: | | |
| Opening Balance as at 1st April 2023 | 23,699.55 | |
| Add receipts in the year | 16,268.99 | |
| Less payments in the year | 11,337.37 | |
| Closing balance per cash book | | 28,631.17 |
| which includes the following reserves: | | |
| Higher Level Stewardship Scheme (Harpers) | 6,503.71 | |
| Defibrillator | 465.65 | |
| Townlands | 353.00 | |
| Admin - Office Equipment | 59.17 | |
| Open Spaces: | | |
| Pond Project | 1,319.96 | |
| Allotment Deposits | 280.00 | |
| Knotweed at The Hill | <u>15.00</u> | |
| GENERAL RESERVE | | 19,634.68 |

BUDGET REPORT FOR YEAR ENDING 31ST MARCH 2024 NOVEMBER 2023

| PAYMENTS* | BUDGET 2023/24 | SPEND TO DATE | AVAILABLE | % SPEND | RECEIPTS | BUDGET 2023/24 | RECEIVED TO DATE | DUE | % RECEIVED |
|---|---------------------------|--------------------------|------------------|--------------------|----------------------|---------------------------|-----------------------------|--------------|-----------------------|
| Salary | 5,143 | 3,266 | 1,877 | 63% | Precept | 12,454 | 12,454 | - | 100% |
| Admin | 3,106 | 1,293 | 1,813 | 42% | Burials | - | 350 | - | 350 |
| Open Spaces | 9,406 | 6,420 | 2,986 | 68% | Wayleaves | 509 | 511 | - | 2 |
| Donations | - | - | - | | Allotments | 505 | 255 | 250 | 50% |
| TOTAL | 17,655 | 10,979 | 6,676 | | Amenity | 2,028 | - | 2,028 | 0% |
| HLS (Harpers) | 900.00 | 701.00 | 199.00 | | Salary PAYE | - | 10 | | |
| TOWNLANDS | 264.00 | 0.00 | 264.00 | | Admin | - | 187 | - | 187 |
| DEFIBRILLATOR | 226.00 | 235.00 | -9.00 | | TOTAL | 15,496 | 13,766 | 1,730 | |
| <i>*includes payments as listed on agenda</i> | | | | | HLS (Harpers) | 1,469 | - | 1,469 | |
| | | | | | TOWN LANDS | 270 | 125 | 145 | |

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