

Brisley Parish Council

Minutes of a meeting of Brisley Parish Council held at 7.00pm on Wednesday 4th October 2023 in the Village Hall.

Present: Cllr Peter Dennis (Chair)
Cllr Bridget Diggins
Cllr Julie Colley
Cllr Richard Dykes
Cllr Bobby Green

One Member of the Public
Sheryl Irving (Clerk)

In the absence of the Chairman and the Vice-Chair, Cllr Dykes proposed that Cllr Dennis take the chair, this was seconded by Cllr Diggins and unanimously agreed by Council.

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllr Collinge and Cllr Irons were approved. Apologies were also received from County Cllr Mark Kiddle-Morris and District Cllr Gordon Bambridge.

2. To receive declarations of interest.

Cllr Dennis declared an interest in item 11.b (allotment fees) and will take no part in the discussion.

3. To approve the minutes of the meeting held on 6th September 2023.

Cllr Dykes proposed that the minutes of the meeting be accepted as a true record of the meeting, this was seconded by Cllr Green 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. However, both councillors had indicated they were always available should any matters arise with which they can assist.

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

A member of the public expressed concern that the plot of land for sale on the Gateley Road had been wrongly advertised as development land when it had been refused planning permission on appeal. They had contacted the agents and advised them that this information should be included in the sale details. Council agreed it would be ideal for the land to remain as it was but there was nothing they could do at the present time to ensure this would happen.

6. Highways

a) 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 – following the site meeting with Highways Engineer, the Engineer has requested photos of the flooding issues and these will be supplied once it rains again.
- School Road, blocked drain – reported to Highways, works programmed but not yet carried out and this will be chased up.
- Hedge on School Road – reported to Highways and works completed.
- 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.

- 3PL/2023/0935/HOU – Willow Farm, Woods Lane - single-storey extensions and alterations to existing dwelling – no issues were raised and a 'no comment' response will be submitted.

b) To note any planning decisions/appeals.

Council noted that no decision has been made on the following application:

- 3PL/2022/0818/F – Barracouta, Fakenham Road - proposed change of use of workshop to a dwelling with associated works.

Council noted that the following application has been approved:

- 3PL/2023/0806/HOU – 1 Fludges Lane - single Storey Extension to dwelling-house.

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

Council noted that there was no update.

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

The Chairman thanked Cllr Colley who had attended the recent drop-in session at Dereham and circulated a report to council members.

Council was disappointed that the Breckland Planning Officer would not attend a parish council meeting and agreed to write to him again, stating that it is his job to inform and listen to local views and request once again that he attend a meeting.

8. Open Spaces

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

Cllr Diggins updated Council regarding the recent meeting at the pond and the UWCFG officer had been positive about the proposed buffer pond. However, there is a large amount of willow to remove and it was hoped some funding would be available and that a local benefactor may also assist. Cllr Diggins will monitor the level of water flow over winter and quotes will be obtained to remove the willow.

Council noted the grant received in respect of the ELM test and trial.

Council also agreed to remove young willow plants from the Common as much as possible as they do cause problems as they grow.

b) To receive an update regarding control of thistles on North Green & South Greens for 2024.

A quote had been received to top both greens in 2024. Council also considered spraying the thistles and the associated problems with hay making and grazing following spraying.

Council agreed to set aside £1,000 in the 2024/25 budget.

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

Council noted that the meeting with the Planning Officer is taking place on the 24th October.

d) To note the next Grazing Rights Holders meeting is being held on Monday 9th October 2023.

Council noted the date of the next meeting.

e) To consider the sale of the plot of land adjoining the Amenity Area.

This matter had been considered at item 5 above.

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

North Green (Cllr Green) - there was nothing new to report.

South Green (Cllr Diggins) – the final piece of grazing has been completed, although it is likely the sheep may return to for another quick run over a section in front of Beck Farm and Old Hall Barn. Cows are expected any day on the very bottom of the common. This will only be for a very short period of time. It is possible that following on from this, a last top of the whole area will take place to catch the last of some late flowering thistles.

There has been an enormous improvement already in the state of the South Common, stemming from a well-managed grazing regime. The implementation of Norfolk Wildlife Trust's Management Plan is so beneficial for the health of the common, which is primarily a grazing common and a County Wildlife Site.

Footpaths (Cllr Diggens) – there was nothing new to report.

Churchyard (Cllr Irons) – the toilet shed is now erected but not yet operational.

Play area (Cllr Irons) – the ‘No Dogs’ sign has been purchased and will be installed by Cllr Green.

Patch Corner (Cllr Dennis) – there was nothing new to report.

Allotments (Cllr Peter Dennis) – a request from the allotment holders for both a compost area and an incinerator was considered and Council were all in favour. The allotment holders will supply the materials and build the compost bins.

Council agreed that no more xmas trees should be planted and, with the site currently full, a new site should be prepared as there was one person on the waiting list.

Amenity Area (Cllr Dennis) – the trees to be thinned have been marked and quotes are being obtained.

The trees with Ash die-back will be inspected by NCC no later than 28th October.

Harpers Green (Cllr Dennis) – the contractor has topped the area which has stopped the thistles from seeding. There are currently five head of cattle grazing the Green.

10. To consider matters relating to the Defibrillator.

In the absence of Cllr Irons, it was agreed to defer this matter to the next meeting.

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 review the allotment rental fees.

Cllr Green proposed that there should be no in increase in fees, this was seconded by Cllr Dykes and unanimously agreed by Council.

c) To review the burial ground fees.

Cllr Dykes proposed that there should be no in increase in fees, this was seconded by Cllr Diggens and unanimously agreed by Council.

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

Cllr Diggens proposed that the following payments be approved, this was seconded by Cllr Green and unanimously agreed by Council. The receipts were noted. Council noted that a refund of £24 is due from the CPRE as the amount taken by direct debit was higher than agreed.

PAYMENTS

P43	Clerk (October Salary & Off All)	£420.69 (SO)
P41	Grass Contractor 1	£673.80
P42	Grass Contractor 2	£320.00
P44	Community Heartbeat – VETS	£162.00
	CPRE Annual Membership	£60.00 (DD)
P40	Clerk – Play Area Sign	£19.24

RECEIPTS

	Precept (2 of 2)	£6,227.00
R10	Allotment Fee	£75.00
R11	ELM Test & Trial Pond Grant (pond project)	£1,119.96

12. Correspondence for consideration.

There was no correspondence to consider.

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 1st November 2023, in the Village Hall.

Council noted the date of the next meeting and the Chairman then closed the meeting at 8.07pm.

Signed:

Date:

BRISLEY PARISH COUNCIL		
Bank Reconciliation as at 12th September 2023		
Balance per bank statements		
Barclays Current Account	22,754.94	
Less any unpresented cheques	0.00	
Add any outstanding payments into bank	0.00	
		22,754.94
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	8,797.03	
Less payments in the year	9,741.64	
		22,754.94
which includes the following reserves:		
Higher Level Stewardship Scheme (Harpers)	6,870.71	
Defibrillator	465.65	
Townlands	228.00	
Admin - Office Equipment	59.17	
Open Spaces:		
Pond Project	200.00	
Allotment Deposits	280.00	
Knotweed at The Hill	15.00	
		14,636.41

BRISLEY PARISH COUNCIL									
BUDGET REPORT FOR YEAR ENDING 31ST MARCH 2024									
OCTOBER 2023									
PAYMENTS*	BUDGET	SPEND	AVAILABLE	%	RECEIPTS	BUDGET	RECEIVED	DUE	%
	2023/24	TO DATE		SPEND		2023/24	TO DATE		RECEIVED
Salary	5,143	2,857	2,286	56%	Precept	12,454	12,454	-	100%
Admin	3,106	1,281	1,825	41%	Burials	-	350	-	350
Open Spaces	9,406	5,100	4,306	54%	Wayleaves	509	511	-	2
Donations	-	-	-		Allotments	505	255	250	50%
TOTAL	17,655	9,238	8,417		Amenity	2,028	-	2,028	0%
					Salary PAYE	-	10	-	10
HLS (Harpers)	900.00	334.00	566.00		Admin	-	187	-	187
					TOTAL	15,496	13,766	1,730	
TOWNLANDS	264.00	0.00	264.00		HLS (Harpers)	1,469	-	1,469	
DEFIBRILLATOR	226.00	235.00	-9.00		TOWN LANDS	270	-	270	
<i>*includes payments as listed on agenda</i>									

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