

# Brisley Parish Council

Minutes of a meeting of Brisley Parish Council held at 7.00pm on Wednesday 5th July 2023 in the Village Hall.

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

Sheryl Irving (Clerk)

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

The Chairman welcomed everyone to the meeting. Apologies received from Cllr Bridget Diggins were approved, with apologies also received from District Cllr Gordon Bambridge and County Cllr Mark Kiddle-Morris.

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

There were none received.

## **3. To approve the minutes of the meeting held 7<sup>th</sup> June 2023.**

Cllr Dennis proposed that the minutes 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.

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

There were no members of the public present.

## **6. To receive a report regarding prevention of radicalisation in rural villages.**

Cllr Dykes gave a summary of a recent presentation he attended. A report is attached.

## **7. 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 by Highways.

- Gateley Road flooding – reported to Highways.
- Gateley Road potholes – reported to Highways and now repaired.
- School Road, blocked drain – reported to Highways and works programmed.

**b) To consider a request to extend the speed limit further along Fludges Lane.**

This will be considered once a decision has been made on the B1145 speed limit request.

**c) To consider any highway improvements for funding by the County Cllr and/or an application under the Parish Partnership Scheme.**

Cllr Irons said he had been asked for a ‘horse’ warning sign on School Road. Council did not feel there were enough horse users to warrant a sign, particularly as the SAM II speed sign raises no evidence of any significant speeding. However, they did agree that a SLOW on the road would be helpful and agreed to put in a request to the County Cllr for funding.

Cllr Green raised the issue of the overgrown trees/hedge at the bottom end of School Road and it was agreed to ask Highways to cut it back, and also to get a quote from the contractor to cut it back hard together with a small section at The Hill.

**d) To consider ‘Church’ and ‘Village Hall’ direction signage on the public footpath alongside the Village Hall.**

Council agreed there was a need for signage and will ask Highways if it can be included on the footpath sign, together with signage to the Amenity Area. This could also be put to the County Cllr for funding if necessary.

## **8. Planning**

**a) Applications for consideration.**

There were no decisions to consider.

**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.

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

Council noted that work is ongoing but the two sites submitted have significant planning constraints, flood risk, listed buildings, TPOs and conservation area. However, Broadland Housing are optimistic these can be overcome.

**d) To receive an update regarding the ‘New Town’.**

Cllr Colley reported on a meeting she and Cllr Dykes had attended, with the local MP, George Freeman. The Breckland Issues and Options will be decided in November and if it includes a policy whereby there are to be no ‘new towns’ then the scheme at Bintree could not go ahead. Over 30 parish councils have signed up in opposition to the scheme and Breckland had never had so many responses to any consultation, all in opposition to the

'new town'. If an application for the scheme was submitted, it is difficult to see how environmental issues related to the River Wensum could be overcome.

## 9. Open Spaces

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

Council noted that an opinion re a buffer pond was awaited from the Norfolk Wildlife Trust but no works could go ahead until the autumn.

### b) To consider any action in respect of the farming equipment on the North Green.

Council noted that the equipment has now been removed.

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

There was no update in respect of the application.

### d) To receive an update regarding bat boxes at Harpers Green.

The Chairman reported that the Conservation Corps volunteers will be installing bat boxes at Harpers Green, free of charge.

### e) To consider approval for a grant application for two interpretation boards on the North and South Greens.

Council agreed to reconsider this when a grant opportunity became available.

### f) To consider approval of an 'expression of interest' to an UWCFG landscape recovery scheme.

Cllr Dennis reported that an opportunity to join a landscape recovery scheme was available through the membership of the Upper Wensum Farm Cluster Group. This would provide funding for the Green, lessening the burden on the precept. It was in the early stages but an expression of interest was required from the Parish Council, with no other commitment at this stage. The Chairman was wary that, as previously, a large amount of work could be carried out and then the scheme not being compatible with the grazing rights holders. Cllr Dennis confirmed that any scheme could not change the rights of the graziers as this was part of the Commons Act, however, just a majority agreement of the grazing rights holders would be required, rather than them all.

The scheme will relate to enhancing water quality, with ponds, wetlands, buffer zones etc (not all on the Green) to mitigate run-off and provide green connections in an area of over 10,000 hectares.

Cllr Dennis proposed approval of the 'expression of interest' and this was seconded by Cllr Colley, and unanimously agreed by Council.

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

North Green (Cllr Bobby Green) - most of the fencing has been removed with just a small area remaining for the sheep. The Chairman will contact the contractor regarding the cutting of the thistles on the Green and at Harpers.

South Green (Cllr Bridget Diggins) – Grazing for the moment is finished and most of the electric fencing has now been removed. Once the final section of fencing is down it is expected the South Green will be both topped for thistle control and cut for hay, although Council was concerned that the hay had been cut so late in the season. The water levels in the ponds are holding up well considering the lack of rain. Access has been kept open throughout the grazing.

The Jubilee Bridge is overgrown and Cllr Collinge will resolve this. Moving the bridge was considered, to a place where it would be better used, but this was ruled out at present.

Churchyard (Cllr Tony Irons) – nothing to report.

Play area (Cllr Tony Irons) – nothing to report. The annual inspection report raised no issues for immediate action but areas will continue to be monitored.

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

Allotments (Cllr Peter Dennis) – it is good to see a very active group on the allotments with most of the plots looking good.

Amenity Area (Cllr Peter Dennis) – the memorial Oak has needed water as it is under stress from the hot dry weather, hopefully this will stabilize the situation.

Harpers Green (Cllr Peter Dennis) – there are now about seven livestock grazing which, with the slow-down in grass growth, is about right.

Footpaths (Cllr Bridget Diggins) – All footpaths walked appear in a good state but FP6 needs watching and if we can get a path cut through the maize that would be beneficial. The stile going onto the North Green from FP6 is quite awkward and could be looked at as a non-urgent matter.

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

### **a) To receive a financial report for the year ending 31<sup>st</sup> March 2024.**

The financial report (attached) was noted.

### **b) To review the Townlands rental fees.**

Cllr Collinge proposed that, as there had been an increase in the current year, the rental fees remain as they are for the year 2024/25, this was seconded by Cllr Dennis and unanimously agreed by Council.

### **c) To approve the following payments and note any receipts.**

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

|     |  |              |
|-----|--|--------------|
| P20 | Clerk (July Salary & Off All)                            | £420.69 (SO) |
| P21 | Play Area Inspection                                     | £158.40      |
| P24 | Website (Annual Fee for Domain & Plan) – refund to Clerk | £120.46      |
| P25 | Grass Contractor 1                                       | £210.00      |

|     |                                     |         |
|-----|-------------------------------------|---------|
| P22 | Training – New Councillor Induction | £52.00  |
| P23 | Conservation Volunteers (2 visits)  | £33.00  |
| P26 | Community Heartbeat – VETS          | £120.00 |

The following receipt was noted:

|    |                        |        |
|----|------------------------|--------|
| R4 | Training Reimbursement | £13.70 |
|----|------------------------|--------|

**12. Correspondence for consideration.**

Breckland – Mobile Deployable Surveillance Cameras/Signage Interest – Council agreed that there was no real problem with fly-tipping and dog fouling and additional signage was not required.

**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 at 7.00pm on Wednesday 6<sup>th</sup> September 2023, in the Village Hall.**

The date of the next meeting was noted and the Chairman then closed the meeting at 7.57pm.

Signed:

Date:

| <b>Bank Reconciliation as at 13/06/2023</b>                                  |  |                  |
|--|--|------------------|
| <b>Balance per bank statements</b>   |  |                  |
| Barclays Current Account   |  | 26,766.55        |
| Less any unrepresented cheques   |  | 0.00             |
| Add any outstanding payments into bank                                       |  | 0.00             |
|  |  | <b>26,766.55</b> |
| <b>The net balance reconciles to the Cash Book for the year, as follows:</b> |  |                  |
| Opening Balance as at 1st April 2023   |  | 23,699.55        |
| Add receipts in the year   |  | 7,635.67         |
| Less payments in the year  |  | 4,568.67         |
| <b>Closing balance per cash book</b>   |  | <b>26,766.55</b> |
| <b>which includes the following reserves:</b>                                |  |                  |
| Brisley Green  |  | 336.42           |
| Higher Level Stewardship Scheme (Harpers)                                    |  | 7,204.71         |
| Defibrillator  |  | 700.65           |
| Townlands  |  | 228.00           |
| 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>17,872.60</b> |

| <b>BUDGET REPORT FOR YEAR ENDING 31ST MARCH 2024</b> |                |                |                  |              |                      |                |                 |              |                 |
|--|----------------|----------------|------------------|--------------|----------------------|----------------|-----------------|--------------|-----------------|
| <b>JULY 2023</b>                                     |                |                |                  |              |                      |                |                 |              |                 |
| <b>PAYMENTS*</b>                                     | <b>BUDGET</b>  | <b>SPEND</b>   | <b>AVAILABLE</b> | <b>%</b>     | <b>RECEIPTS</b>      | <b>BUDGET</b>  | <b>RECEIVED</b> | <b>DUE</b>   | <b>%</b>        |
|  | <b>2023/24</b> | <b>TO DATE</b> |                  | <b>SPEND</b> |                      | <b>2023/24</b> | <b>TO DATE</b>  |              | <b>RECEIVED</b> |
| Salary   | 5,143          | 1,633          | 3,510            | 32%          | Precept              | 12,454         | 6,227           | 6,227        | 50%             |
| Admin  | 3,106          | 854            | 2,252            | 27%          | Burials              | -              | -               | -            |                 |
| Open Spaces  | 9,406          | 2,570          | 6,836            | 27%          | Wayleaves            | 509            | -               | 509          | 0%              |
| Donations  | -              | -              | -                |              | Allotments           | 505            | 100             | 405          | 20%             |
| <b>TOTAL</b>   | <b>17,655</b>  | <b>5,057</b>   | <b>12,598</b>    |              | Amenity              | 2,028          | -               | 2,028        | 0%              |
|  |                |                |                  |              | Salary PAYE          | -              | 10              |              |                 |
| <b>HLS (Harpers)</b>                                 | <b>900.00</b>  | <b>0.00</b>    | <b>900.00</b>    |              | Admin                | -              | 41              | 41           |                 |
|  |                |                |                  |              | <b>TOTAL</b>         | <b>15,496</b>  | <b>6,378</b>    | <b>9,118</b> |                 |
| <b>TOWNLANDS</b>                                     | <b>264.00</b>  | <b>0.00</b>    | <b>264.00</b>    |              | <b>HLS (Harpers)</b> | <b>1,469</b>   | <b>-</b>        | <b>1,469</b> |                 |
| <b>DEFIBRILLATOR</b>                                 | <b>226.00</b>  | <b>0.00</b>    | <b>226.00</b>    |              | <b>TOWN LANDS</b>    | <b>270</b>     | <b>-</b>        | <b>270</b>   |                 |
| <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.

# Brisley Parish Council

For Meeting on 5<sup>th</sup> July 2023

## **PREVENTING RADICALISATION**

Email containing Handouts dated 26/06/2023 (Community Safety)

1. Webinar - 19<sup>th</sup> June
  - a. Handbooks and slides available for circulation in pdf format.
  
2. Presented by –
  - a. Presenters from Community Safety Essex County Council.
  - b. On behalf of the Home Office – Counter Terrorism Group.
  
3. Purpose –
  - a. UK threat level – SUBSTANTIAL
  - b. To raise awareness of risk of local radicalisation
  - c. To bring attention to how radicalisation starts and grows.
  - d. To raise awareness of UK counter terrorism strategy.
  
4. Brisley (relevance – sleepy village) –
  - a. Statistically low risk of action
  - b. Statistically medium risk of susceptibility to ideological ideas (youth on the internet).
  - c. Parish Council have a DUTY to have “Due regard to the need to prevent people from being drawn into terrorism” – (by Community Dialogue; Leadership and strategic direction; scrutiny).
  
5. Safeguarding –
  - a. Marty’s Law – venues with >100 attendees’ organisers need specific policy to maintain public safety.
  - b. CONTEST – Counter Terrorism Strategy – see handout.