

Brisley Parish Council

THE NEXT MEETING OF BRISLEY PARISH COUNCIL WILL BE HELD VIRTUALLY ON WEDNESDAY 3rd FEBRUARY 2021 AT 7.00 P.M.

Under the Coronavirus Act, the Secretary of State has published meeting regulations which remove the requirement to hold annual meetings and allow virtual meetings up to 7 May 2021. These are contained in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Accordingly, this meeting will be held virtually via Zoom and members of the public or press are welcome to attend, the link to do so is set out below:

Join Zoom Meeting: <https://us02web.zoom.us/j/85464144296?pwd=VW9lbnk5hRWttdER6TjFxaTc0VDI1QT09>
Meeting ID: 854 6414 4296 - Passcode: 164457

The public and press will be able to address the Council during the Public Participation session. Our Standing Orders do not permit members of the public and press to take part in the debates.

AGENDA

1. Welcome and apologies for absence.
2. To receive declarations of interest.
3. To approve the minutes of the meeting held on 2nd December 2020.
4. To receive County/District Councillor reports.
5. Open Forum: an opportunity to hear from members of the public.
6. Highways
 - a) To receive an update on matters reported to Norfolk and Breckland Councils.
 - Speed Limit request – B1145 from Mileham direction – C/Cllr taking forward but currently on-hold.
 - b) To receive a report from the Public Rights of Way Warden.
7. Planning
 - a) Applications for consideration.
 - 3PL/2021/0003/F – 2 No Metal framed open sided agricultural buildings – Maltings Farm, Gateley Road.
 - Any applications received since the publication of the agenda.
(Go to: <http://planning.breckland.gov.uk/OcellaWeb/planningSearch>).
 - b) To note any planning decisions.
 - 3PL/2020/1228/F – Manor Farm, Elmham Road - proposed extension and alterations to Manor Farm house including demolition of some out buildings and conversion and extension to barns to form 2 holiday lets – APPROVED.
 - 3PL/2020/1204/F – Hawthorn House, School Road - change of use of detached ancillary building, currently being used as a guest bedroom and office to a holiday let - APPROVED
8. Open Spaces
 - a) To receive an update regarding the long-term plan for the Jubilee Wood.
 - b) To receive a report regarding trees and maintenance on Harpers Common.
 - c) To receive an update regarding the application for a Countryside Stewardship Higher Tier Grant.
 - d) To consider an application for a RSPB TD Feed Plot grant, to be located on the Amenity Area.
 - e) To consider a request to remove some overgrown trees from within a Pond on the South Green.
 - f) To consider alternative arrangements for the planting of 2021 Christmas Trees.

9. To receive reports on the regular checks.
- North Green
 - South Green
 - Churchyard
 - Play Area
 - Patch Corner
 - Allotments
 - Amenity Area
 - Harpers Green
10. Finance & Governance Matters
- a) To receive a financial report for the year ending 31st March 2021.
- b) To note a £50 donation from a parishioner.
- c) To review and consider approval of the following policy documents:
- Financial Regulations
 - Asset Register
 - Risk Assessment & Management Policy
 - Code of Conduct
 - Information & Data Protection Policy
 - Publication Scheme
 - Retention and Disposal Policy
- d) To approve the following payments:
- | | |
|--------------------------------------|-------------|
| • Clerk (February Salary & Expenses) | £TBC |
| • Wave (Allotment Water) | £21.73 (DD) |
| • Contractor (Works at Harpers) | £590 (+VAT) |
| • Contractor (Poplar at Harpers) | £385 (+VAT) |
11. Correspondence for circulation.
(any correspondence received after the agenda has been published will be circulated at the meeting).
- 2 x Applications to amend the Definitive Map
 - The Armed Forces Covenant Pledge
12. To note the meeting dates for 2021:
- 3rd February
 - 3rd March
 - 5th May (Annual Meetings)
 - 2nd June
 - 7th July
 - 1st September
 - 6th October
 - 3rd November
 - 1st December
13. To receive any new items for the next agenda.
14. To note the next meeting of the Parish Council will be held on Wednesday 3rd March 2021 at 7.00pm.