

# Brisley Parish Council

## Minutes of a meeting of Brisley Parish Council held virtually at 7.00pm on Wednesday 1<sup>st</sup> July 2020.

*Under the Coronavirus Act, the Secretary of State has published meetings 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.*

**Present:** Cllr Henry Collinge  
Cllr Tony Irons  
Cllr Brigid Fairman  
Cllr Peter Dennis  
Cllr Bobby Green  
Cllr Nicola Curl

C/Cllr Mark Kiddle-Morris  
Sheryl Irving (Clerk)  
No members of the public were present

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

The Chairman welcomed everyone to the meeting. Apologies were received from Cllr Richard Savory.

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

There were none received.

### **3. To approve the minutes of the meeting held on Wednesday 3<sup>rd</sup> June 2020.**

Cllr Irons proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr Dennis and agreed by Council. The Chairman will sign the minutes in due course.

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

C/Cllr Kiddle-Morris reported that the County Council had received £3.7M from the Government to implement a Covid-19 'track and trace' system and details of how this would be implemented would follow.

There were no questions for the C/Cllr.

### **5. Open Forum: a 15-minute 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.**

- Woods Lane Flooding – update re filled-in ditch – the C/Cllr was questioned as to why Highways could not resolve this problem as it was a Highways issue and he informed Council that Highways were not permitted to enter private land and advised that a local approach to both the landowner and tenant was the best way forward. Council agreed to try and take this matter forward and make contact with both parties, copying Highways into any correspondence.

- Speed Limit request – B1145 from Mileham direction – the C/Cllr is taking this forward but reported that most Highways works were currently suspended as the Team were involved in making the market towns Covid-safe.

**b) To receive a report from the Public Rights of Way Warden.**

Cllr Fairman reported that the bridleway from School Road to Back Lane, Stanfield had been cut.

Footpath 3, from School Road to Harper’s Green, is not now easy to negotiate. The vegetation had been cut back alongside the property but where it goes across the field the rape crop had collapsed inward making it impossible to see the path or easily walk it. It was hoped that the rape would be harvested soon and this would be resolved.

Footpath 6, the crossfield path from Woods Lane to the green, has been cut but not sprayed off and it is likely that the maize will regrow making it unusable again.

In addition, it was reported that the hedge alongside the Village Hall, at the amenity end, was becoming overgrown and will need cutting back.

**c) To receive an update regarding the removal of the Fakenham bus service.**

The C/Cllr reported that the service has now been altered and there is no service at all to Fakenham. There is currently a Saturday service to Dereham and this is due to be enhanced in the near future, with further details to follow. The Wednesday bus service to Norwich continues.

**d) To consider possible options for an application to the Parish Partnership Scheme.**

Council reconsidered an application for a second SAM II sign but this was not taken forward as it had only recently been agreed that this was, at the present time, unaffordable. However, it was agreed that it may be worth approaching another parish with a view to sharing a sign.

## 7. Planning

**a) Applications for consideration.**

- 3PL/2020/0592/F – Willow Bank, School Road - construction of Manege and Stable block to rear of Willow Bank – no objections were raised to this application and Cllr Collinge proposed a ‘no comment’ response, this was seconded by Cllr Irons and agreed by Council.

**b) To note any planning decisions.**

Council noted the following application had been approved.

- 3PL/2020/0483/HOU – Millfield, The Green - Erection of freestanding 15m mast and amateur radio aerial (retrospective).

## 8. Open Spaces

**a) To receive an update in respect of the effluent discharge into the pond on the Green.**

The Chairman had been unable to make contact with the relevant residents and will now send an appropriate letter to try and take this matter forward.

At this point in the meeting, C/Cllr Kiddle-Morris left the meeting.

**b) To receive an update regarding a long-term plan for the Jubilee Wood.**

Council considered the cost of a shredder, with operative, but agreed that the wood would need to be ready beforehand to get the most value from this option. Cllr Dennis will investigate the cost of a chainsaw operative as Council insurance will not cover this type of work being carried out by volunteers. In addition, it was agreed the need to identify the trees for removal.

Cllr Dennis suggested involving the Norfolk Wildlife Trust to advise regarding long term management of the area in respect of the wildlife and Council were in agreement.

Cllr Irons reported that a request had been received from Brisley (with Weasenham) School to use the amenity area for woodland lessons. Council agreed in principle but further information was required regarding insurance and whether walkers would have to be diverted away from the children. Cllr Irons will take this matter forward.

Permission was granted for a grazing rights holder to cut the amenity area for hay.

At this point in the meeting, Cllr Curl left the meeting.

**c) To receive an update regarding the application for a Countryside Stewardship Higher Tier Grant, including approval of the Implementation Plan grant offer.**

The grant application for funding of an implementation plan had been approved and Cllr Irons proposed acceptance of the offer, this was seconded by Cllr Fairman and agreed by Council.

It was noted that Helen Baczkowska, of the Norfolk Wildlife Trust, would be engaged to carry out the implementation plan as she had produced the previous management plan and was very familiar with the Green and issues around it.

**d) To consider plans to re-open the Play Area to members of the public.**

Cllr Collinge proposed that a working party be formed, with Cllr Irons leading, together with Cllr Collinge and the Clerk, to take this matter forward. A risk assessment would need to be carried out before the play area could be opened. This was seconded by Cllr Fairman and agreed by Council.

**e) To receive an update re the cutting of Green Lane.**

Council noted that the Lane had been cut, at a cost of £30, to a fallen tree which Cllr Dennis has volunteered to remove. The Lane can then be cut right to the end.

**f) To consider allowing The Bell to temporarily site tables on the Green to the front of the building whilst social distancing is required.**

Council approved the request from The Bell to site the tables on the Green but requested a site map and confirmed the area must be kept grassed and returned to its present condition once the tables are removed.

**9. To receive a report regarding Operation London Bridge.**

Cllr Irons circulated two posters which set out the proposed procedure in the event of the death of either the Queen or the Duke of Edinburgh. Council approved this and thanked Cllr Irons for his work on this matter.

**10. To receive reports on the regular checks.**

The following reports were received.

- North Green – Cllr Bobby Green - all is well with the north green, nothing to report.
- South Green – Cllr Nicola Curl - cattle grazing lower half of South Green, with well-marked temporary fencing stretched across just below Pond Farm. Thistles, in the lower area currently being grazed, are prevalent to the west side before the ditch crossing the Green. Wildflowers sown have taken well on spoil from ditch along western edge of Southern Green.
- Churchyard – Cllr Tony Irons - in turmoil with the Church builders, otherwise nothing to report. Cllr Green had removed the two tree boughs which had been overhanging the bench.

- Play Area – Cllr Tony Irons - nothing to report as still closed.
- Patch Corner – Cllr Peter Dennis - nothing new to report.
- Allotments – Cllr Peter Dennis - no problems, apart from a great deal of watering needed. The Christmas trees are growing away now. One allotment had been passed onto a new tenant but had been left in a very poor state and it was agreed to give any assistance if possible.

The Stay and Play Group continued to encounter problems with the previous tenant and they would be advised to lock their equipment in the shed.

There had been some interest in a quarter plot and it was agreed to reduce the rental cost to £10 for the first year.

- Amenity Area – Cllr Peter Dennis - looking very good at the moment.
- Harpers Green – Cllr Peter Dennis - nothing new to report re the common. There is an opportunity to acquire several loads of Type1 aggregate when the contract at the gas site ends. It would surface nearly the whole of the overflow car park at the Village Hall.

In addition, Cllr Collinge reported a dead tree at the Woods Lane pond and Cllr Green will inspect and report back to the next meeting.

## 11. Finance & Governance Matters

### a) To receive a financial report for the year ending 31<sup>st</sup> March 2021.

Council noted that the Cricket Club had repaid in full the loan made to them last year. The financial report was noted.

### b) To consider a new, separate website for Brisley Parish Council.

Council noted that the Village Hall and Cricket Club had agreed to take on the existing site as, due to new accessibility regulations, there was now a need for the Council to have its own, separate site. Cllr Collinge proposed a new site with initial start-up costs of an additional £103 in the first year, this was seconded by Cllr Fairman and agreed by Council.

### c) To review the Allotment rental fees.

Cllr Dennis declared an interest in this item and did not take any part in the discussion.

Cllr Collinge proposed that the rental fee remain at its current rate with no increase required, this was seconded by Cllr Irons and agreed by Council.

### d) To approve the following payments:

Cllr Irons proposed approval of the following payments, this was seconded by Cllr Fairman and agreed by Council.

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|-------------------------------------|---------|
| • Clerk (July Salary & Expenses)    | £343.69 |
| • Clerk (August Salary & Expenses)  | £340.74 |
| • Grass Contractor (June)           | £192.00 |
| • Grass Contractor (June)           | £450.00 |
| • Cllr Dennis (Bird Seed)           | £30.00  |
| • Village Hall (recycling payments) | £142.45 |

The following payments will be made in August, once the amounts are confirmed.

- Grass Contractor (July) £130 + VAT.
- Grass Contractor (July) £600

**12. Correspondence for circulation.**

Council noted the following correspondence.

- CPRE – Green Spaces

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

There were no new items received for the next agenda.

**14. To confirm the next meeting of the Parish Council will be held on Wednesday 2nd September 2020 at 7.00pm.**

Council noted the date of the next meeting and the meeting then closed at 8.05pm.

Signed:

Date:

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