

Brisley Parish Council

Minutes of a meeting of Brisley Parish Council held at 7.00pm on Wednesday 1st February 2023 in the Village Hall.

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

County Cllr Mark Kiddle-Morris
District Cllr Bill Borrett
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies from Cllrs Dennis and Curl were approved and apologies were also received from District Cllr Gordon Bambridge.

2. To receive declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on 7th December 2022.

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

4. To receive County and District Councillor reports.

The County Cllr had previously circulated a report and no questions were raised.

D/Cllr Borrett updated Council on the Local Plan and the review of sites. He specifically mentioned the proposed new town near to Bintree and stressed how important it was that Council respond to the consultation if they have any views.

5. Open Forum: an 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.

Council noted the following updates.

- Church Street, near to the Square House – pavement too narrow for pushchairs and mobility scooters etc – C/Cllr Kiddle-Morris had been asked to request Highways to

reconsider original suggestion of a trod on opposite side of road and he advised Council to now write direct to Highways.

- Brisley Footpath 6 – bridge from field to paddock, reported to Highways and has been replaced.
- Request for better signage for the unfenced common to alert drivers to the loose sheep – C/Cllr Kiddle-Morris taking this forward, in conjunction with item 6b. below.
- Blocked drain near to Hall Farm/Brisley Hall – reported to Highways and now resolved.

b) 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.

The C/Cllr reported that this scheme is on the list for consideration in 2023/24 and he hoped it would go ahead.

c) To receive an update regarding highway safety measures for Fludges Lane.

Council noted that the Clerk had met with a landowner who was now considering whether to investigate a permissive path option.

7. Planning

a) Applications for consideration.

- 3PL/2023/0004/HOU – Orchard Cottage, The Green - single storey side extension – no issues were raised and a ‘no comment’ response will be submitted.
- 3PL/2023/0025/F – St Bartholomew’s Church, Church Street – construction of timber shed to accommodate accessible toilet – no issues were raised and a ‘no comment’ response will be submitted.

b) To note any planning decisions/appeals.

Council noted the following application had been refused.

- 3PL/2021/0274/CU – Caravan, Back Lane, Stanfield - change of use of agricultural and brown field land to residential caravan use for an extended Traveller family. A maximum of two static caravans and three touring caravans to be stationed on the land, on either a temporary or permanent basis (Retrospective).

Council noted the following application had been approved.

- 3PL/2022/1026/HOU (amended) – Marpa Cottage, Church Street - proposed two storey side extension, various internal and fenestration alterations. Proposed double garage/carport and front boundary wall.

Council noted that no decisions had been made on the following applications.

- Planning appeal: 3PL/2021/1109/O – land off Gateley Road - First Homes application. 4, two-bedroom semi-detached properties. 3, 3-bedroom bungalow to be sold or rented under the new First homes regulations.
- 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 Broadland is currently considering three site options for suitability.

8. Open Spaces

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

There was no update in respect of this issue.

b) To consider approval of a £3 charge per Conservation Corps volunteer to pull the ragwort on Harpers Green (normally between 6 and 8 volunteers).

Cllr Collinge proposed a budget of up to £50, this was seconded by Cllr Irons and unanimously agreed by Council.

9. To receive reports on the regular inspection checks of village sites where the Council has a responsibility.

South Green (Cllr Nicola Curl) – the sheep are currently being moved down the Green in a well-controlled manner. The fencing for the cattle remains up although no cattle have been out grazing recently. The surface near the dog bin will be monitored as more cars are parking there since the cricket club car parking area was closed for the winter.

There was nothing to report in respect of the North Green, Churchyard, Play Area and Amenity Area.

Allotments – Council noted that two tenants had left but one new tenant had taken on a plot.

Harpers Green – Council noted the mulching works on both Harpers and the Green will be carried out later this month.

Cllr Irons had observed metal detecting taking place on the Amenity Area without permission being granted to do so and proposed that Council adopt a policy that no metal detecting is permitted on Council land, which includes the amenity area and the three commons. This was seconded by Cllr Collinge and unanimously agreed by Council.

10. To receive an update regarding a Brisley Mental Health Champion.

In the absence of Cllr Curl, there was no update.

11. To consider any plans for the Coronation on the 6th May 2023.

Council noted that a Breckland grant was available to Village Halls and agreed not to make any plans but to support the Village Hall.

12. To note the extension of the current Higher Level Stewardship Scheme for an additional five years.

Council noted that the scheme has been extended for five years.

13. Finance & Governance Matters

a) To receive a financial report for the year ending 31st March 2023.

The financial report was noted.

b) To consider passing on the excess water charges of £109.97 to the Allotment holders, as set out in the Allotment contract.

Cllr Collinge proposed that Council do not pass on the excess water charges but monitor the situation and, in the event of further drought years, consider increasing the rent. This was seconded by Cllr Irons and unanimously agreed by Council.

c) To consider approval of the following policy documents.

Cllr Collinge proposed approval of the following documents, this was seconded by Cllr Irons and unanimously agreed by Council.

- Standing Orders
- Financial Regulations
- Risk Assessment & Management Policy
- Assets Register

d) To approve the following payments.

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

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|--------------------------------|--------------|
| • Clerk (Feb Salary & Off All) | £408.09 (SO) |
| • HMRC refund to Clerk | £9.60 |
| • Willow Tree removal | £495.00 |
| • Grass Contractor 1 | £426.00 |
| • 2022 Village Hall Hire | £184.00 |
| • Clerk – Expenses | £33.92 |

14. Correspondence for consideration.

Council agreed that the Clerk should complete the Breckland Design Guide on behalf of Council.

The response from George Freeman, MP, re Offshore Transmission Network Review was noted.

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

Council agreed to add the New Town onto the next agenda and, in the meantime, to try and generate some interest from members of the public to attend the meeting.

- 16. To note the next meeting of the Parish Council will be held at 7.00pm on Wednesday 1st March 2023 in the Village Hall.**

Council noted the date of the next meeting and the Chairman closed the meeting at 7.39pm.

Signed:

Date:

BRISLEY PARISH COUNCIL - FEBRUARY 2023
BUDGET REPORT FOR YEAR ENDING 31ST MARCH 2023

PAYMENTS*	BUDGET 2022/23	SPEND TO DATE	AVAILABLE	% SPEND	RECEIPTS	BUDGET 2022/23	RECEIVED TO DATE	DUE	% RECEIVED
Salary	4,641	4,357	284		Precept	12,150	12,150	-	100%
Admin	1,817	1,508	309		Burials	-	-	-	
Open Spaces	5,720	4,809	911		Bank Interest	-	6	6	
Amenity	3,410	2,163	3,410		Wayleaves	509	509	0	100%
Donations	-	-	-		Allotments	395	385	10	97%
TOTAL	15,588	12,838	2,750		Amenity	2,028	2,034	-	6
HLS	900.00	275.00	625.00		Salary PAYE	-	6	-	
TOWNLANDS	264.00	0.00	264.00		Admin	-	101	-	101
DEFIBRILLATOR	226.00	226.00	0.00		TOTAL	15,082	15,189	-	107
<i>*includes payments as listed on agenda</i>					HLS	728	1,469	-	741
					Defibrillator	-	-	-	
					TOWN LANDS	264	264	-	

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

BRISLEY PARISH COUNCIL	
BANK RECONCILIATION AS AT 10/01/2022	
Balance per bank statements	
Barclays Current Account	27,004.55
Less any unrepresented cheques	426.00
Add any outstanding payments into bank	0.00
	26,578.55
The net balance reconciles to the Cash Book for the year, as follows:	
Opening Balance as at 1st April 2022	24,231.50
Add receipts in the year	18,783.32
Less payments in the year	17,107.86
Closing balance per cash book	25,906.96
which includes the following reserves:	
Brisley Green	336.42
Higher Level Stewardship Scheme	7,115.71
Defibrillator	1,152.65
Townlands	728.00
Admin - Office Equipment	59.17
Open Spaces:	
Pond Project	200.00
Allotment Deposit	100.00
Knotweed at The Hill	15.00
GENERAL RESERVE	16,200.01