

## Brisley Parish Council

Minutes of a meeting of Brisley Parish Council held on Wednesday 3<sup>rd</sup> July 2024, at 7.00pm in the Village Hall.

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

County Cllr Mark Kiddle-Morris  
Sheryl Irving (Clerk)

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

The Chairman welcomed everyone to the meeting. Apologies received from Cllr Diggins were approved.

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

There were none received.

### **3. To approve the minutes of the meeting held 5<sup>th</sup> June 2024.**

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

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

There was no report from C/Cllr Kiddle-Morris because of the forthcoming general election.

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

There were no members of the public present.

### **6. Highway Matters**

#### **a) To receive an update on matters reported to Norfolk and Breckland Councils.**

Council noted the following updates:

- Gateley Road issues – potholes repaired but drainage problems continue to be investigated. The water running off the field has been reported to the flood management team and investigations to find the hidden drain proved inconclusive.
- School Road, blocked drain – reported again to Highways – C/Cllr chasing up.
- The raised verges at the top of School Road were raised as a safety issue due to the lack of highway visibility and the C/Cllr will investigate.

**b) To receive an update regarding speeding issues in School Road.**

Council noted that the Dereham Police SNAP team will be carrying out speed checks in School Road and a Highway Surveyor will report on any calming measures which could be installed.

**7. Planning**

**a) Applications for consideration.**

3AG/2024/0011/AG – Hall Farm, Church Street - erection of Proposed Lambing Shed & Store – Council had no comment and will submit the dark skies comments.

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

Council noted that no decision had been made on the following application.

- 3PL/2024/0445/HOU – The Gables, Gateley Road - demolition of existing side / rear single-storey extension and entrance porch. Construction of new two-storey side and rear extensions, new sun room and entrance porch. Demolition and replacement of existing single-storey outbuilding (over same footprint).

**c) To receive an update regarding the Breckland Local Plan and consider any action.**

Cllr Colley reported on matters raised at the recent consultation meeting held on the 24<sup>th</sup> June. She said that the removal of settlement boundaries had produced the most heated exchanges of the meeting. It was noted that Brisley does not have a settlement boundary. She set out where the majority of new development would take place, namely Dereham and Swanton Morley and Larling, with large developments also at Watton and Swaffham.

Council agreed to submit a response to the consultation setting out the lack of infrastructure locally, with the road network being a particular issue. The dark skies policy will also be included as well as a lack of local employment opportunities/commercial properties to the north of Dereham.

**8. Open Spaces**

**a) To receive an update re the appeal to the Section 38 Application decision.**

Council noted that no decision had been made.

**b) To receive a report regarding the recent 'Our Common' event and consider any future events.**

The Chairman reported that the event had been successful, despite the wet weather and the feedback had been positive. It was agreed to consider holding a similar event next year.

**c) To consider, in conjunction with the PCC, a fenced wildflower area in the churchyard.**

There as no update in respect of this matter; a meeting with interested parties will take place before the next Council meeting in September.

**d) To consider ways to better manage the North Green, for the benefit of the grazing animals and the flora and fauna.**

Cllr Dennis presented a report on behalf of Cllr Diggins suggesting alternative ways to manage the North Green. This would require the co-operation of the grazing rights holders. Cllr Dennis said that climate change is likely to impact on the Green and ongoing and costly repairs may become a regular need.

Council agreed that there were issues, namely with communication with one holder and a site meeting will be arranged to discuss the issues. It was recognised that supplementary feeding, which is not a right, must stop and this will resolve many of the issues.

Council also agreed not to proceed with any grant applications as they required a lot of work and the agreement of all grazing rights holders, which could not be guaranteed.

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

North Green – Cllr Green reported that the thistles are not as widespread as last year and they will be topped again by the grazing rights holder. There is a pile of planings on the side which are being used to repair the potholes in the lane. A member of the public had requested that the pile of earth etc under the willow tree at the Green entrance be spread out to allow access to the tree for maintenance; Cllr Green will deal with this matter.

South Green - the hay will be taken as soon as it is fit and the grazing regime will recommence once stock is ready to be moved about again

Footpaths – there was nothing to report.

Churchyard – Cllr Irons reported that efforts have been made to repair the surface after the winter drainage works but some areas are still quite rough. Cllr Irons met with the grass contractor to discuss the tree works and a quote will be available for consideration at the next meeting.

Play area – Cllr Irons reported that the safety plug missing from the Springer has been ordered and Cllr Dennis has offered to fit when it arrives.

Patch Corner – Cllr Dennis thanked Cllr Green for installing the bike racks on the bus shelter.

Allotments – Cllr Dennis said there was nothing new to report.

Amenity Area – Cllr Dennis reported that the memorial tree planted last year by School Road was badly affected by last year's long dry spell. The top has died off but there is good new growth coming at the bottom of the trunk.

Council agreed to apply for 100m of hedging to complete the boundary hedging on the north side of the amenity area.

Discussions took place regarding the hay on the amenity area and it was agreed it was fair to offer it to every active grazing right holder, on rotation.

Harpers Green – Cllr Dennis reported that the volunteers have done an excellent job clearing both the Ragwort and Himalayan Balsam. Many thanks to them.

At present there are seven cows plus their calves grazing the area. The common will soon need topping before the thistles flower and seed.

The Hill – the volunteers have done an excellent job clearing the Himalayan Balsam, although there are some parts which cannot be accessed due to the Japanese Knotweed which will be treated later in the year. Council noted that any Balsam seen around the village should be pulled asap.

#### **10. To receive an update regarding the replacement sewage treatment plant scheme.**

Cllr Dykes reported that a village meeting will take place on the 22<sup>nd</sup> July and a leaflet drop to the whole village is being arranged to ensure everyone is aware. Both septic tanks and old treatment plants can be replaced free of charge under the scheme and individuals must register an interest. It was hoped to answer any questions regarding the scheme as there is a legal agreement to enter into. However, it is likely to be to everyone's benefit as a treatment plant will be required in the future if anyone wishes to sell their property.

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

##### **a) To receive a financial report for the year ending 31<sup>st</sup> March 2025.**

The financial report (attached) was noted.

##### **b) To receive an update to the request to the Grazing Rights Holder for reimbursement of seed costs for restoration of North Green.**

Council noted that reimbursement had not yet been received.

##### **c) To consider the allocation of Townlands funds.**

Council agreed to leave this in abeyance until the outcome of the meeting with the church re a wildflower area was known.

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

Cllr Dennis proposed that the fees remain at the same rate, this was seconded by Cllr Collinge and unanimously agreed by Council.

##### **e) To consider the membership fee for the CPRE.**

Cllr Collinge proposed the minimum membership fee of £36 be approved, this was seconded by Cllr Colley and unanimously agreed by Council.

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

Cllr Collinge proposed approval of the following payments, this was seconded by Cllr Irons and unanimously agreed by Council. The receipts were noted.

PAYMENTS

P23	Clerk (July Salary & Allowance)	£456.12 (SO)
P19	Grass Contractor 2 (May)	£510.00
P20	CPRE Membership	£36.00 (DD)
P21	Grass Contractor 1 (June)	£330.00

RECEIPTS

R1	HMRC VAT Refund	£1,134.73
	Bank Interest	£83.06

**12. Correspondence for consideration.**

There was no correspondence.

**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 on Wednesday 4<sup>th</sup> September 2024, at 7.00pm in the Village Hall.**

Council noted the date of the next meeting and the Chairman then closed the meeting at 8.45pm.

Signed:

Date:

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**BRISLEY PARISH COUNCIL**

**FINANCIAL REPORT**

**JULY 2024**

<b>Bank Reconciliation as at 7th May 2024</b>		
<b>Balance per bank statements</b>		
Barclays Savings Account	25,094.57	
Barclays Current Account	3,320.36	
Less any unrepresented cheques	120.46	
Add any outstanding payments into bank	0.00	
		<b>28,294.47</b>
<b>The net balance reconciles to the Cash Book for the year, as follows:</b>		
Opening Balance as at 1st April 2024	25,356.70	
Add receipts in the year	7,717.79	
Less payments in the year	4,780.02	
<b>Closing balance per cash book</b>		<b>28,294.47</b>
<b>which includes the following reserves:</b>		
Higher Level Stewardship Scheme (Harpers)	6,832.71	
Defibrillator	430.65	
Townlands	353.00	
Admin - Office Equipment	59.17	
Open Spaces:		
Pond Project	1,319.96	
Allotment Deposits	330.00	
Knotweed at The Hill	15.00	
<b>GENERAL RESERVE</b>		<b>18,953.98</b>

<b>BUDGET REPORT FOR YEAR ENDING 31ST MARCH 2025</b>									
July 2024									
<b>PAYMENTS*</b>	<b>BUDGET 2024/25</b>	<b>SPEND TO DATE</b>	<b>AVAILABLE</b>	<b>% SPEND</b>	<b>RECEIPTS</b>	<b>BUDGET 2023/24</b>	<b>RECEIVED TO DATE</b>	<b>DUE</b>	<b>% RECEIVED</b>
Salary	5,628	1,774	3,854	32%	Precept	13,000	6,500	6,500	50%
Admin	2,011	909	1,102	45%	Burials	-	-	-	-
Open Spaces	11,134	2,979	8,155	27%	Wayleaves	511	-	511	0%
Donations	-	-	-	-	Allotments	585	-	585	0%
<b>TOTAL</b>	<b>18,773</b>	<b>5,662</b>	<b>13,111</b>	<b>30%</b>	Amenity	2,028	-	2,028	0%
					HMRC	-	-	-	-
					Admin	-	-	-	-
<b>HLS (Harpers)</b>	<b>900.00</b>	<b>0.00</b>	<b>900.00</b>	<b>0%</b>	Bank Interest	-	83.06	0	-
					<b>TOTAL</b>	<b>16,124</b>	<b>6,500</b>	<b>6,624</b>	<b>40%</b>
<b>TOWNLANDS</b>	<b>270.00</b>	<b>0.00</b>	<b>270.00</b>	<b>0%</b>	<b>HLS (Harpers)</b>	<b>1,469</b>	<b>-</b>	<b>1,469</b>	<b>0%</b>
<b>DEFIBRILLATOR</b>	<b>225.00</b>	<b>0.00</b>	<b>225.00</b>	<b>0%</b>	<b>TOWN LANDS</b>	<b>270</b>	<b>-</b>	<b>270</b>	<b>0%</b>
*includes payments as listed on agenda									
Open Spaces includes the Common, the Churchyard, Patch Corner, the Amenity Area, the Play Area and the Allotments & the Christmas Tree project etc.									