

# Brisley Parish Council

Minutes of a meeting of Brisley Parish Council held on Wednesday 3<sup>rd</sup> November 2021 at 6.30pm in the Village Hall.

**Present:** Cllr Tony Irons  
Cllr Peter Dennis  
Cllr Bobby Green

District Cllr Gordon Bambridge  
County Cllr Mark Kiddle-Morris  
Sheryl Irving (Clerk)

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

In the absence of Cllr Collinge, Cllr Irons took the Chair and welcomed everyone to the meeting. Apologies from Cllrs' Savory, Collinge, Curl and Colley were approved.

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

There were none received.

## **3. To approve the minutes of the meeting held on 6<sup>th</sup> October 2021.**

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

## **4. To receive a Breckland presentation – Housing for Local People.**

This presentation has been remitted to the December meeting.

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

C/Cllr Kiddle-Morris reported that the October budget meeting had been postponed and would now take place in November.

The drainage issue in the Gateley Road had been inspected and will be resolved. The C/Cllr will ask a Highways Technician to inspect the water laying in the trod on Church Street.

The Boundary Commission Review has submitted their final report and recommended no change for Brisley.

D/Cllr Bambridge reported that work on the budget is on-going, he highlighted how unfair the funding for local government was, with Norfolk receiving very little in comparison with many other counties.

A new CEO has been appointed, Maxine O'Mahoney, a long serving Breckland officer.

The D/Cllr has a seat on the Norfolk Flooding Panel, chaired by General Lord Dannatt, but noted there were no real issues in Brisley and any which did arise could be resolved locally.

He also indicated that small grants are likely to be available for the Queen's Jubilee celebrations in 2022.

The Chairman thanked both Cllrs and they then left the meeting.

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

There were no members of the public present.

## **7. Highways**

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

Both issues had been discussed at item 5.

- Gateley Road – covered drain.
- Trod, Church Street – water collecting on surface.

## **8. Planning**

### **a) Applications for consideration.**

There were no applications for consideration.

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

Council noted that no decision had been received in respect of the following two applications.

- 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).
- Appeal - 3PL/2021/0146/F – land off Gateley Road east of Old Orchards and North of Butlers & Church House Barn, Gateley Road - Erection of three detached dwellings with integral garage with access via shared driveway directly from Gateley Road.

## **9. Open Spaces**

### **a) To receive an update regarding maintenance at Jubilee Wood.**

Council noted that some funding to deal with the ash die-back may be available from the County Council, the landlords of the amenity area, and it was agreed to wait to hear from their inspector, once he had carried out his inspection.

### **b) To receive an update regarding maintenance on the Green.**

Cllr Dennis proposed a weekend's hire of a mini-digger to commence the drainage work at Panford Beck, this was seconded by Cllr Green and agreed by Council. It was noted that some reserves had been set aside for these works.

### **c) To note the minutes of the Grazing Rights Holders meeting and consider any issues raised.**

Council noted the minutes and any issues raised were addressed elsewhere on this agenda.

### **d) To receive a report on an ELM Test and Trial for the Brisley commons.**

Cllr Dennis reported that the ELM Test and Trial application by the Upper Wensum Farm Cluster Group, which the Council was a member of, had now been confirmed and it was hoped that this may lead to some long term funding for Brisley Green.

A workshop was planned for February where any issues could be raised and it was hoped this would be supported by the Grazing Rights Holders.

**e) To receive a report on a wildflower area on the Centenary Field.**

Cllr Irons reported that his efforts to establish a wildflower area on the Centenary Field had not been successful and it was agreed the site needed to either have the grass sprayed off or rotovated, to create more suitable conditions for the flowers. However, it was agreed to bring this back to Council in March as it was now too late in the year for any action.

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

North Green (Cllr Bobby Green) – some cattle had been moved onto the Green.

South Green (Cllr Nicola Curl) - sheep are now grazing the middle section of South Green and remaining within the fencing. Initially, they did not appear to like the grass in the original section and jumped over and through the reinforced electric fencing on several occasions despite there being an ample supply of grass, doubled up fencing and the GRHs best efforts. The GRH has increased the size of the fenced area and the sheep seem content now, although interestingly remaining entirely in the new northern most section of the area and still ignoring the original section.

The newly restored pond to the east is looking good but will require ongoing maintenance to ensure the blackthorn does not grow back.

The ditch by the cricket pitch had blocked, backing up the water into the Brisley Hall ponds causing them to overflow. Councillor Dennis has assessed the situation and will try and clear a blockage with the mini-digger.

Churchyard (Cllr Tony Irons) – the moles are being dealt with.

Play Area (Cllr Tony Irons) - exercise bike is not still under warranty. Cllr Dennis will inspect the machine and see if a repair can be made.

Patch Corner (Cllr Peter Dennis) – it was agreed to report the gorse growth on the opposite side of the junction to Highways as it was starting to impair visibility for drivers. The trees at the start of School Road will also be reported as they were now growing over the road.

Allotments (Cllr Peter Dennis) - nothing new to report.

Amenity Area (Cllr Peter Dennis) - nothing new to report.

Harpers Green (Cllr Peter Dennis) - the mulcher has been booked to do a days' work, clearing some areas of scrub. This will happen between now and the New Year. The cattle should now be removed.

**11. To receive an update from the working party regarding joint parish commemoration to mark the Queens Platinum Jubilee in 2022.**

Cllr Irons reported that work was progressing on plans for the weekend, with the lighting of a Beacon at The Bell planned for the Thursday, a Gala with games planned for the Friday and a Street Party at the Village Hall planned for the Monday. Applications for funding are being prepared.

**12. To receive an update regarding proposals submitted by the Cricket Club to improve the Cricket Ground/Club House.**

This item has been remitted to the December meeting.

**13. Finance & Governance Matters**

**a) To receive a financial report for the year ending 31st March 2022.**

Council noted the report (attached) and no issues were raised.

**b) To consider the draft budget and set the precept for the year ending 31<sup>st</sup> March 2023.**

In the absence of four councillors, it was agreed to remit this item to the December meeting.

**c) To approve the following payments:**

Cllr Dennis proposed that the following payment be approved, this was seconded by Cllr Green and agreed by Council.

• Clerk (Nov Salary & Expenses)	£395.74
• Grass Contractor (1 – Oct)	£162.00
• Grass Contractor (2 - Oct)	£320.00
• Norfolk PTS (Training – Cllr Colley)	£40.00
• NCC – Amenity Area Rent	£750.00
• WAVE (Allotment Water)	£20.06 (DD)
• RBL Poppy Wreaths	£37.00
• Contractor – Knotweed Treatment	£30.00
• ICO (Data Protection)	£35.00 (DD)
• Digger Hire	£148.20

**14. Correspondence for circulation.**

Breckland Landscape and Settlement Character Assessment Survey – Council agreed a response to the survey, outlining the special character of Brisley with its open spaces and scattered housing, outdoor amenities and community spirit. Lack of public transport and inappropriate development were raised as concerns.

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

A Defibrillator report and meetings with Breckland Senior Management were raised as items for the next agenda.

Cllr Irons reported that the School will be laying the wreath at the War Memorial on behalf of the Parish Council.

**16. To note the next meeting of the Parish Council will be held at 6.30pm on Wednesday 1<sup>st</sup> December 2021 in the Village Hall.**

Council noted the date of the next meeting and the meeting closed at 7.48pm.

Signed:

Date:

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<b>BRISLEY PARISH COUNCIL</b>			
<b>BANK RECONCILIATION AS AT 7th September 2021</b>			
<b>Balance per bank statements</b>			
Barclays Current Account		22,155.92	
Less any unpresented cheques		0.00	
Add any outstanding payments into bank		0.00	
			<b>22,155.92</b>
<b>The net balance reconciles to the Cash Book for the year, as follows:</b>			
Opening Balance as at 1st April 2021		19,901.50	
Add receipts in the year		14,062.62	
Less payments in the year		11,808.20	
<b>Closing balance per cash book</b>			<b>22,155.92</b>
<b>which includes the following reserves:</b>			
Brisley Green (Panford Beck works)		756.00	
Higher Level Stewardship Scheme		6,511.71	
Amenity Area		-2,100.00	
Defibrillator		1,152.65	
Townlands		244.00	
Admin - Office Equipment		200.00	
Open Spaces:			
Pond Project		190.00	
Knotweed at The Hill		<u>100.00</u>	
<b>GENERAL RESERVE</b>			<b>15,857.56</b>

<b>BRISLEY PARISH COUNCIL - NOVEMBER 2021</b>									
<b>BUDGET REPORT FOR YEAR ENDING 31ST MARCH 2022</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>2021/22</b>	<b>TO DATE</b>		<b>SPEND</b>		<b>2021/22</b>	<b>TO DATE*</b>		<b>RECEIVED</b>
Salary	3993.00	2806.00	1187.00	70%	Precept	11850.00	11850.00	0.00	100%
Admin*	1651.00	1942.12	-291.12	118%	Burials	0.00	331.00	-331.00	
Open Spaces***	5270.00	5035.34	234.66	96%	Bank Interest	0.00	0.00	0.00	
Donations	0.00	100.00	-100.00		Wayleaves	508.00	1265.05	-757.05	249%
<b>TOTAL</b>	<b>10914.00</b>	<b>9883.46</b>	<b>1030.54</b>	<b>91%</b>	Allotments	455.00	10.00	445.00	2%
					Admin*	0.00	<u>662.15</u>	-662.15	
<b>HLS</b>	<b>270.00</b>	<b>275.00</b>	<b>-5.00</b>	<b>102%</b>	<b>TOTAL</b>	<b>12813.00</b>	<b>14118.20</b>	<b>-1305.20</b>	<b>110%</b>
<b>AMENITY AREA</b>	<b>3460.00</b>	<b>2397.84</b>	<b>1062.16</b>	<b>69%</b>	<b>HLS</b>	<b>1469.00</b>	<b>0.00</b>	<b>1469.00</b>	<b>0%</b>
<b>TOWNLANDS</b>	<b>240.00</b>	<b>0.00</b>	<b>240.00</b>	<b>0%</b>	<b>AMENITY AREA</b>	<b>2028.00</b>	<b>0.00</b>	<b>2028.00</b>	
<b>DEFIBRILLATOR</b>	<b>451.00</b>	<b>401.00</b>	<b>50.00</b>	<b>89%</b>	<b>Defibrillator</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
*includes Village Hall Recycling and SAM II costs					<b>TOWN LANDS</b> <b>240.00</b> <b>44.00</b> <b>196.00</b> <b>18%</b>				
**includes payments awaiting authorisation at this meeting					*SLCC refunds from other PCs, Village Hall Recycling and SAM II refund from Litcham PC				
***includes £921.60 for Village Hall car park which was not in the budget and £123.50 for digger hire which will be met with reserves.									
Open Spaces includes the Churchyard, Patch Corner, the Play Area and the Allotments & the Christmas Tree project etc.									