

## Brisley Parish Council

Minutes of a meeting of Brisley Parish Council held at 7.00pm on Wednesday 5<sup>th</sup> October 2022 in the Village Hall.

**Present:** Cllr Henry Collinge (Chair)  
Cllr Tony Irons (Vice Chair)  
Cllr Peter Dennis  
Cllr Julie Colley

Sheryl Irving (Clerk)

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

The Chairman welcomed everyone to the meeting. Apologies received from Cllrs Curl, Savory and Green were approved. Apologies were also received from C/Cllr Mark Kiddle-Morris.

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

Cllr Irons declared a non-pecuniary interest in item 7a – 3PL/2022/1026/HOU.

### **3. To approve the minutes of the meeting held on 7<sup>th</sup> September 2022.**

Cllr Dennis 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.**

In the absence of County & District Councillors, there was no report.

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

No members of the public were present.

### **6. Highways**

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

Council noted the following updates:

- Gateley Road – covered drain – works still awaited and being chased up.
- Church Street, near to the Square House – pavement too narrow for pushchairs and mobility scooters etc – C/Cllr Kiddle-Morris taking this matter forward and a scheme is being put together.
- Brisley Footpath 6 – the maize has now been harvested and the footpath is passable.
- Brisley Footpath 6 – bridge from field to paddock reported to Highways to replace/repair.
- Overgrown gorse on junction of B1145 & School Road – reported to Highways and works carried out.

- Request for better signage for the unfenced common to alert drivers to the loose sheep – C/Cllr Kiddle-Morris taking this forward.
- Blocked drain near to Hall Farm/Brisley Hall – reported to Highways.
- Woods Lane (from Elmham Road) – surface breaking up – will be reported to Highways.
- Woods Lane (from Gateley) – 30mph sign obscured – will be reported to Highways.

**b) To consider submitting a formal request to Norfolk County Council for a speed limit on the B1145, from Panford Beck to existing speed limit.**

Council agreed to ask C/Cllr Kiddle-Morris to pursue a scheme to reduce the speed limit through Brisley Common.

**c) To consider any options to reduce the speed of farm vehicles on the Gateley Road, heading towards the junction with School Road.**

Council were informed of a resident who had received a rude response from a tractor driver when asked to slow down. Council agreed there was little they could do but Cllr Savory will be asked to have a word with local farmers.

## 7. Planning

**a) Applications for consideration.**

- 3PL/2022/0889/LB & 0888/F (amended) - Chesham House, School Road - proposal to install 20 in number, 390w solar panels on a ground mounted array, along with 2x 5kw batteries and an appropriate inverter. Installation proposed in rear field out of sight of the main property. This would be in lieu of the roof mounted solar panels on an outbuilding conversion, which have been approved in 3PL/2022/0425/HOU and 3PL/2022/0323/LB – Council considered both applications and agreed a ‘no comment’ response.
- 3PL/2022/1026/HOU – Marpa Cottage, Church Street - proposed two storey side extension, various internal and fenestration alterations. Proposed double garage/carport and front boundary wall – Cllr Colley proposed a response objecting to this application on the grounds that it was over development of the site, out of character in that historic location of Brisley and an inappropriate design with large windows, contrary to Council’s dark skies policy. This was seconded by Cllr Dennis and unanimously agreed by Council.

Council agreed that the Breckland Planning Department should be notified of the ‘Dark Skies Policy’.

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

Council noted the following application had been approved:

- 3PL/2022/0765/LB – Chesham House, School Road – replacement hardwood replica sash window.

Council noted that decisions were awaited on the following 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).
- 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.
- 3PL/2022/0905/HOU – Mill Farm Cottage, The Green - proposed Two Storey Side, First Floor Rear and Garden Room Extensions with Alterations.

**c) To receive an update regarding the 'Housing for Local People' scheme.**

Council noted that a 'call for sites' was now being distributed to all residents, in the Autumn newsletter. Copies will also be sent to local landowners who may not receive the newsletter.

**8. Open Spaces**

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

Council noted that no action had been taken by the Environment Agency, to date, and this matter will be chased up.

**b) To consider an amendment to the Grazing Rights Holders Management Document.**

Cllr Collinge proposed approval of an amendment to the document, this was seconded by Cllr Dennis and unanimously agreed by Council. The amendment relates to livestock being registered at the Grazing Rights Holders address.

**c) To note the date of the next Grazing Rights Holders Meeting – Monday 10<sup>th</sup> October 2022.**

The date of the next meeting was noted.

**9. To receive an update regarding a memorial tree for the late Queen Elizabeth II and an update on the Jubilee grant fund.**

Council approved the purchase, of up to £300, of an Oak and memorial plaque, to be located in the south corner of the Centenary Field, alongside School Road.

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

North Green – an excellent job has been done of restoring the pond but it will need to be fenced when the area is wet, to stop any poaching. Cllr Collinge volunteered to loan electric fencing equipment.

South Green (Cllr Nicola Curl) – the 'electric' fence across the Green near to Pond Farm remains in place although no cattle have been seen grazing recently.

The thistles are returning and Council will consider any action next year.

The stile into Old Hall Farm is wobbly and could do with replacing. The new owners of Old Hall Farm will be contacted.

The restoration of the pond on the corner of Fludges Lane was successful and the pond is filling nicely.

Churchyard (Cllr Tony Irons) – nothing to report.

Play Area (Cllr Tony Irons) – nothing to report.

Patch Corner (Cllr Peter Dennis) – a contractor has dealt with the trees/scrub that Council agreed needed clearing. However, the contractor had not been instructed to carry out the works and the invoice submitted was higher than Council had approved. Cllr Colley proposed that a sum of £540 be offered, a mid-way point between the two sums but, if this was not accepted, then the whole amount should be paid. This was seconded by Cllr Collinge and unanimously agreed by Council.

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

Amenity Area (Cllr Peter Dennis) – nothing new to report although a budget will be required for some tree thinning next year.

Harpers Green (Cllr Peter Dennis) – there are now two cows and followers on the Green which should be enough to graze the area until the end of the month. Some pond and ditch work over the winter will be considered together with another day with the mulcher to keep the gorse in check. It may be possible to put the smaller pond into the restoration programme.

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

### **a) To receive a financial report for the year ending 31<sup>st</sup> March 2023.**

The report was noted.

### **b) To review the burial ground fees.**

Council agreed not to increase the burial ground fees.

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

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

• Clerk (Oct Salary & Off All)	£376.37 (SO)
• Grass Contractor 1	£216.00
• Clerk Expenses (Death of Queen)	£99.09

## **12. Correspondence for circulation.**

Council noted the following correspondence and no action was required.

- Offshore Wind: Norfolk Parishes Movement for an OTN - September Update
- Norfolk Minerals and Waste Local Plan: Pre-Submission.

Council considered correspondence regarding Biodiversity Net Gain for Brisley Commons and agreed that further investigation was required.

Notification had been received of a Community 'Hot Spot' Fund and this will be passed onto the Village Hall Committee and PCC for their consideration.

Notification had been received of a bonfire party to take place near Brisley Green. Council agreed that the event organiser should be notified that livestock are on the Green and it is not lawful to set off fireworks near livestock or horses in fields or close to buildings housing livestock.

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

No new items were received for the next agenda.

**14. To note the next meeting of the Parish Council will be held at 7.00pm on Wednesday 2<sup>nd</sup> November 2022 in the Village Hall.**

Council noted the date of the next meeting and the Chairman then closed the meeting at 8.01pm.

Signed:

Date:

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**BRISLEY PARISH COUNCIL - OCTOBER 2022  
BUDGET REPORT FOR YEAR ENDING 31ST MARCH 2023**

<b>PAYMENTS*</b>	<b>BUDGET 2022/23</b>	<b>SPEND TO DATE</b>	<b>AVAILABLE</b>	<b>% SPEND</b>	<b>RECEIPTS</b>	<b>BUDGET 2022/23</b>	<b>RECEIVED TO DATE</b>	<b>DUE</b>	<b>% RECEIVED</b>
Salary	4,641	2,547	2,094		Precept	12,150	12,150	-	100%
Admin	1,817	904	913		Burials	-	-	-	
Open Spaces	5,720	2,562	3,158		Bank Interest	-	-	-	
Amenity	3,410	1,068	3,410		Wayleaves	509	509	0	100%
Donations	-	-	-		Allotments	395	75	320	19%
<b>TOTAL</b>	<b>15,588</b>	<b>7,081</b>	<b>8,507</b>		Amenity	2,028	-	2,028	
					Admin	-	7	7	
<b>HLS</b>	<b>900.00</b>	<b>275.00</b>	<b>625.00</b>		<b>TOTAL</b>	<b>15,082</b>	<b>12,741</b>	<b>2,341</b>	
<b>TOWNLANDS</b>	<b>264.00</b>	<b>0.00</b>	<b>264.00</b>		<b>HLS</b>	<b>728</b>	<b>-</b>	<b>728</b>	
<b>DEFIBRILLATOR</b>	<b>226.00</b>	<b>226.00</b>	<b>0.00</b>		<b>Defibrillator</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>JUBILEE PROJECT (All)</b>	<b>2650.00</b>	<b>2281.36</b>	<b>368.64</b>		<b>TOWN LANDS</b>	<b>264</b>	<b>-</b>	<b>264</b>	

\*includes payments as listed on agenda

<b>BRISLEY PARISH COUNCIL</b>	
<b>BANK RECONCILIATION AS AT 13/09/2022</b>	
<b>Balance per bank statements</b>	
Barclays Current Account	22,886.21
Less any unrepresented cheques	0.00
Add any outstanding payments into bank	0.00
	<b>22,886.21</b>
<b>The net balance reconciles to the Cash Book for the year, as follows:</b>	
Opening Balance as at 1st April 2022	24,231.50
Add receipts in the year	8,199.85
Less payments in the year	9,545.14
<b>Closing balance per cash book</b>	<b>22,886.21</b>
<b>which includes the following reserves:</b>	
Brisley Green (Panford Beck works)	336.42
Higher Level Stewardship Scheme	7,115.71
Defibrillator	1,152.65
Townlands	464.00
Admin - Office Equipment	59.17
Jubilee Fund	368.64
Open Spaces:	
Pond Project	200.00
Allotment Deposit	100.00
Knotweed at The Hill	40.00
<b>GENERAL RESERVE</b>	<b>13,049.62</b>