

Brisley Parish Council

Minutes of a meeting of Brisley Parish Council held on Wednesday 6th November 2024, at 7.00pm in the Village Hall.

Present: Cllr Henry Collinge (Chair)
Cllr Peter Dennis
Cllr Bobby Green
Cllr Julie Colley
Cllr Bridget Diggins
Cllr Richard Dykes

Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies were received from County Cllr Kiddle-Morris and District Cllr Gordon Bambridge.

2. To receive declarations of interest.

Cllr Dykes declared an interest in item 7b – Rose Cottage.

3. To approve the minutes of the meeting held on the 2nd October 2024.

Cllr Collinge 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.

Written reports had been received from both Councillors; no issues were highlighted by Council.

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 update:

- The raised verges at the top of School Road are a safety issue due to the lack of highway visibility and the C/Cllr is investigating.

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

The Highways report re possible mitigation measures continues to be awaited.

c) To note the Parish Partnership Scheme and to consider any projects for 50/50 grant funding.

There were no affordable ideas raised for a grant application; the closing date is in December.

d) To receive a report regarding flooding issues on School Road following the flood management team inspection.

Council noted that this was ongoing and members of the public are advised to report any issues to the Norfolk Floodline.

e) To consider the loan of the SAM II sign to Beeston Parish Council for three months (November, January & February).

Council agreed to loan the sign on the condition that appropriate insurance is in place.

7. Planning

a) Applications for consideration.

There were no new applications for consideration.

b) To note any planning decisions/appeals.

Council noted that no decision has been made on the following application:

- 3PL/2024/0614/LB & 0615/HOU – Rose Cottage, School Road - proposed two storey extension, enlarged garage and siting two new outbuildings bin store / shed to front boundary & shed to side/rear boundary.

Council noted that the following application has been withdrawn:

- 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 draft plans are now being considered by County Council and Breckland, following which they would come to the Parish for consultation.

d) To consider the Norfolk Minerals and Waste Local Plan: Publication of proposed Main Modifications and Additional Modifications – closing date 13th December 2024.

Council noted there were no issues directly affecting Brisley.

8. Open Spaces

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

Council noted the appeal decision and agreed to circulate the information to grazing rights holders.

b) To receive an update regarding a wildflower area in the churchyard.

Council noted that an application to Awards for All had been submitted for funding for the scheme. This scheme will be a nil cost to Council although volunteers are needed to maintain the area.

c) To receive an update regarding the polluted South Green pond and related invoice.

Council noted the invoice for the tree works had been reduced to £1,600 and the matter was now resolved.

Cllr Diggins reported that the pond works had been completed, with grateful thanks to the South Green Grazer, and she has sown the grass seed, with pond planting due to take place over the weekend.

d) To consider a quote for tree works required in the churchyard.

Cllr Diggins proposed approval of the quote for £150, this was seconded by Cllr Dykes and unanimously agreed by Council.

e) To receive an update regarding new hedgerow plants for the amenity area.

There was no update in respect of this matter.

f) To note the minutes of the recent Grazing Rights Holders meeting and consider any matters raised.

Council noted the minutes of the previous meeting and considered the following matters:

- To consider a quote to clear the sides of the ditch adjacent to the Cricket Pitch – Cllr Collinge proposed approval of the quote for £285 to clear the banks, this was seconded by Cllr Green and unanimously agreed by Council. The South Green Grazer has kindly volunteered to clear the ditch following the works.
- To consider removal of fallen wood from the Commons/Amenity Area – Council did not consider there was an issue and no action is required.

g) To consider the purchase of a replacement ‘No Dogs Allowed’ sign for the play area.

Cllr Collinge proposed approval of the purchase of an aluminium sign at a cost of £41.03, this was seconded by Cllr Green and unanimously agreed by Council. Cllr Green volunteered to fit it once purchased.

h) To receive a report regarding the Ash Trees with dieback on the Amenity Area boundary.

Council noted the NCC report and the boundaries search to ascertain responsibility. In the meantime, options for the works will be investigated and quotes obtained.

i) To receive a report regarding repairs to the Play Area equipment.

Council noted that a serious defect had been highlighted in the recent annual inspection but these works had already been identified and works approved. Some works are covered under a 15 year guarantee and the quote for the works reduced to £579.54. A date for the works is awaited and the unsafe equipment taken out of use. The full inspection report will be received in due course.

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

North Green (Cllr Green) – no issues were highlighted and Council gave permission for additional owl boxes to be installed.

South Green (Cllr Diggens) – topping has now been completed by the South Green Grazier and very sympathetically too. Rough areas such as the ‘moat’ and the very far end have been left for a different habitat. Most of the thistles are now topped, albeit a bit late. Constant improvements to the grazing regime are planned for 2025.

Footpaths (Cllr Diggens) – no issues have been raised.

Churchyard (Cllr Irons) – the branches on the opposite side of the tree to that which was discussed with the Contractor have now drooped and hanging on to a grave so needs adding to cutting list (see item 8d).

Play area (Cllr Irons) – repairs awaited (see item 8i), no other issues to report.

Patch Corner (Cllr Dennis) – nothing new to report.

Allotments (Cllr Dennis) – the perimeter hedge has had its annual trim, nothing to report otherwise.

Amenity Area (Cllr Dennis) – other than the issues with Ash dieback on the boundary trees (item 8h), the area is in good order.

Harpers Green (Cllr Dennis) – the green is looking good and nothing new to report. The mulching contractor is booked for a day in the New Year.

10. To consider the grass cutting contracts for 2025.

Cllr Collinge proposed approval of the quotes for 2025, this was seconded by Cllr Green and unanimously agreed by Council.

11. To consider alternative ideas for the Annual Parish Meeting (Chair’s decision).

Council agreed to put an article in the next newsletter asking for ideas to make the meeting more dynamic.

12. To consider joining the CPRE Alliance re mega solar farms.

Cllr Dennis proposed that Council join the CPRE Alliance, this was seconded by Cllr Diggens and unanimously agreed by Council.

13. Finance & Governance Matters

a) To receive a financial report for the year ending 31st March 2025.

The financial report (attached) was noted.

b) To consider the draft budget and set the precept for the year ending 31st March 2026.

Council agreed to defer this matter to the next meeting in order to allow everyone an opportunity to digest the figures and await further information re the Ash Trees on the amenity area.

c) To approve the following payments and note any receipts.

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

PAYMENTS

P41	South Green Tree Works	£1,600.00
P42	Clerk (November Salary & Allowance)	£463.62 (SO)
P43	Royal British Legion 2 x Wreaths	£40.00
P44	NCC – Amenity Rent	£750.00
P45	UWECG Membership	£80.00
P46	Brisley Church Restoration Fund (TOWNLANDS)	£473.00
P47	Grass Contractor 1	£484.50
P48	ICO – Data Protection	£35.00 (DD)

RECEIPTS

R3	Breckland – Precept	£6,500.00
R4&5	Townlands Rent	£125.00

14. Correspondence for consideration.

- Rural England Prosperity Fund – this was noted.
- Low Flying Aircraft Complaints – Council agreed there was a need for military training but the address of where to complain would be circulated in the next newsletter.

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

There were no new items for the next agenda.

16. To note the next meeting of the Parish Council will be held on Wednesday 4th December 2024, at 7.00pm in the Village Hall.

The date of the next meeting was noted and the Chairman closed the meeting at 7.47pm.

Signed:

Date:

BRISLEY PARISH COUNCIL

FINANCIAL REPORT

NOVEMBER 2024

Bank Reconciliation as at 8th October 2024		
Balance per bank statements		
Barclays Savings Account	25,686.36	
Barclays Current Account	2,180.18	
Less any unrepresented cheques	0.00	
Add any outstanding payments into bank	0.00	
		27,866.54
The net balance reconciles to the Cash Book for the year, as follows:		
Opening Balance as at 1st April 2024	25,356.70	
Add receipts in the year	15,004.74	
Less payments in the year	12,494.90	
Closing balance per cash book		27,866.54
which includes the following reserves:		
Higher Level Stewardship Scheme (Harpers)	6,832.71	
Defibrillator	295.65	
Townlands	353.00	
Admin - Office Equipment	59.17	
Allotment Deposits	330.00	
GENERAL RESERVE		19,996.01

BUDGET REPORT FOR YEAR ENDING 31ST MARCH 2025									
NOVEMBER 2024									
PAYMENTS*	BUDGET	SPEND	AVAILABLE	%	RECEIPTS	BUDGET	RECEIVED	DUE	%
	2024/25	TO DATE		SPEND		2023/24	TO DATE		RECEIVED
Salary	5,628	3,549	2,079	63%	Precept	13,000	13,000	-	100%
Admin	2,011	1,245	766	62%	Burials	-	-	-	
Open Spaces	11,134	6,681	4,453	60%	Wayleaves	511	510	1	100%
Donations	-	-	-		Allotments	585	60	525	10%
TOTAL	18,773	11,475	7,298	61%	Amenity	2,028	-	2,028	0%
					HMRC	-	-	-	
					Admin	-	-	-	
HLS (Harpers)	900.00	334.00	566.00	37%	Bank Interest	-	174.85	0	
					TOTAL	16,124	13,745	2,554	85%
TOWNLANDS	270.00	473.00	623.00	175%	HLS (Harpers)	1,469	-	1,469	0%
DEFIBRILLATOR	226.00	235.00	-9.00	104%	TOWN LANDS	270	125	145	46%
<i>*includes payments as listed on agenda</i>									
Open Spaces includes the Common, the Churchyard, Patch Corner, the Amenity Area, the Play Area and the Allotments & the Christmas Tree project etc.									