

BRISTON PARISH COUNCIL

The Parish Office
 Briston Pavilion, Recreation Ground,
 Stone Beck Lane, Briston,
 Melton Constable NR24 2LG
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Minutes of the Briston Parish Council meeting held on Monday 2 February 2015 at 7pm in the Copeman Centre Briston

Present: Cllr Mrs Simmons Chairman
 Cllr Mrs Nutkins
 Cllr Mrs Denton
 Cllr Miss Whatling
 Cllr Girling
 Cllr Lakey
 Cllr Serne
 Cllr Collins
 Cllr Jeary

In attendance Mr Twiddy
 Shadow Council

Clerk Mrs English

Number		Action
	The chairman welcomed Cllr Jeary to the meeting and congratulated him on his election victory.	
2015/1	To consider apologies for absence Cllrs Mrs Aspinall, Ms White and Fippard. Shadow Cllr Miss Gilding	
2015/2	To record declarations of interest from members in any items on the agenda None	
2015/3	To approve the minutes of the meeting of Briston Parish Council held on Monday 1 December 2014 Proposed by Cllr Serne, seconded by Cllr Mrs Denton. Approved	
2015/4	To adjourn the meeting to allow public participation County Councillor District Councillor SNT Representative The meeting adjourned at 7.07pm The meeting reconvened at 7.20pm	
2015/5	To discuss matters arising from the minutes of the Parish Council meeting held on 1 December 2014 Cllr Miss Whatling reported that Structure Flex will provide a board to go over the stone memorial to the airmen at Wellington Road for a cost of between £50 to £60. She will provide the Clerk with these costings	Cllr Miss Whatling/



	<p>so that the item can go on the agenda for the Finance & General Purpose Committee.</p> <p>Cllr Serne asked if the Clerk had contacted Came & Company with regard to burglar alarms. The Clerk replied she had and whether the Briston Pavilion had them or not made no difference to the insurance. With regard to the Clerk organising a meeting to discuss the problems behind the Chinese Restaurant on the Fakenham Road, Shadow Cllr Twiddy will send his availability.</p>	Clerk
2015/6	<p>To consider and make observations on the following planning applications:</p> <p>Erection of rear and link garage extensions, raising roof height, insertion of dormer windows and balcony to provide accommodation in roof space.</p> <p>The Maples, Fakenham Road, Briston, Melton Constable, NR24 2HJ. Cllr Serne proposed that the application be supported. Seconded by Cllr Girling.</p> <p style="text-align: center;">Approved</p> <p>Land at Tithe Barn Lane, Briston, Melton Constable NR24 2JB Withdrawn</p> <p>Land off Marriott's Way, Briston, Melton Constable, Norfolk Morrissey Builders Permitted</p> <p>Bodgers Field, Norwich Road, Briston</p> <p>Proposal: Prior notification of intention to change of use of agricultural buildings to C3 (dwelling house) Permitted</p> <p>Markshall Game Farm, Craymere Beck, Melton Constable Prior notification of intention to erect agricultural storage building Permitted</p> <p>Standard Light Pollution Clause CPRE (Campaign to Protect Rural England)</p> <p>The Clerk read wording which can be used by individuals, councils or groups when responding to any planning application that may use lighting in its design. The main points concerned covered lights pointing downwards, switched on only when needed, white light low-energy lamps.</p>	
2015/7	<p>To discuss and approve additional signatory for Transfer deed for Lomax Homes document</p> <p>The Clerk said that this was in conjunction with the last piece of open space on Plantation Hill which is in the process of being transferred to the Parish Council. Butcher Andrews, solicitors, require another signatory in addition to Anne Aspinall.</p> <p>Cllr Mrs Denton proposed that Cllr Mrs Simmons be the additional signatory. Seconded by Cllr Miss Whatling.</p> <p style="text-align: center;">Approved</p>	Cllr Mrs Simmons/Clerk
2015/8	<p>To receive a report from the Clerk with regard to:</p> <p>Dog fouling complaint</p> <p>Report had been received about dog excrement on the footpath behind the houses in Jewel Close. This had appeared to have been thrown over the fence from one of the houses in Jewel Close. The clerk wrote to the occupant with a copy to the dog warden at North Norfolk District Council (NNDC). The dog warden had visited the occupants of the house and hopefully had resolved the problem.</p> <p>Victory Housing – S106 contribution</p>	

HFB

	<p>The Clerk read out the following email from Paul Ingham at NNDC. 'There was no open space contribution for Thaxter's application but Church Street will provide a contribution of £18,451 to be paid before any of the dwellings are occupied. I have requested £5,000 in respect of Holly House toward open spaces Letter from A J Williamson to David Ramsbotham regarding public foot path leading from Gloucester Place to the Recreation Ground The Clerk requested that if any councillors have any comments on this that they get in touch with David Ramsbotham direct. Letter from Norfolk Constabulary regarding Match Funding Council will take no action on this Letter from Medicins Sans Frontieres Thanking Parish Council for donation on behalf of Mr Dowsett. Council requested Clerk send copy to Mr Dowsett which she has done. Letter from Norfolk Age UK Council will take no action on this Letter from Rural Housing Alliance Council will take no action on this. Email from Jonathan Gray Jr regarding fair date for 2015 15th – 28th March for 2 weeks.</p>	
2015/9	<p>To discuss provision of bollards across open space between 19/21 Wellington Road and Garden Close on Plantation Hill Estate Clerk said that there was a problem with cars using this as a short cut. Removable bollards would resolve this problem and allow for the gang mower to cut this area still. Two would be needed at a cost of £219.54 each. Cllr Serne proposed that their purchase and installation go ahead. Seconded by Cllr Girling. Approved</p>	Clerk
2015/10	<p>To discuss person to look after flag pole on Wellington Road The Clerk said this involved putting up flags now and again and keeping an eye on it. Shadow Cllr Twiddy will take responsibility for this. Cllr Miss Whatling will supply a flag.</p>	Shadow Cllr Twiddy/Cllr Miss Whatling
2015/11	<p>To discuss continuing to use the Children's Playground Fund bank account for general improvements to the recreation ground The Clerk said that now the equipment had been purchased from this bank account it would be useful if the bank account could be used to hold monies for general improvements to the recreation ground. Cllr Jeary said that he thought a closing balance statement should be prepared and publicised for the monies received for the Children's Playground Fund to show people money received and how it had been spent. After discussion Cllr Mrs Simmons proposed that this bank account be used for general improvements to the recreation ground. Cllr Serne seconded the proposal providing a closing balance statement is prepared for the monies held currently. Approved</p>	Clerk
2015/12	<p>To discuss transferring the Way Leave payment, received from BT into the Playground Fund Bank account Cllr Mrs Simmons said that as this money was unexpected she thought that it should be used for the benefit of the village and go to improvements on the recreation ground such as the provision of an outdoor adult gym. Cllr Girling proposed that this money be</p>	

	transferred to the Playground Fund Bank account. Seconded by Cllr Mrs Denton. Approved	Clerk																				
2015/13	To propose a vote of thanks to Duncan Jeary and Jim Morrissey for supplying and maintaining the Christmas Tree lights on the Village Green. Proposed by Cllr Mrs Simmons, seconded Cllr Serne Approved	Clerk																				
2015/14	To discuss holding, in conjunction with All Saints' Church a Christmas Tree Festival in December 2015 Cllr Mrs Simmons said that after the first Festival held in 2013 it was agreed to hold one every other year. The Church was keen to go ahead with this event with the Parish Council. It was proposed that the Parish Council go ahead with this by Cllr Miss Whatling, seconded by Cllr Mrs Nutkins. Approved Cllr Miss Whatling will tell the PCC at their next meeting of this decision.	Cllr Miss Whatling																				
2015/15	To receive a report from the Finance & General Purpose Committee held on 19 January 2015 – Cllr Fippard Minutes to be tabled In the absence of Cllr Fippard, Cllr Mrs Simmons read from the minutes the main points: it was agreed that the Parish Council would act as the commissioning body for Higginbottom projects. It was agreed that the Trustee of the Higginbottom Charity will request a loan from the Surveyors Trust. Terms to be agreed. It was agreed to appoint RG Windows to supply and fit replacement office door. It was agreed to approve a request from the Clerk to attend a training course on elections.																					
2015/16	To receive a report from the Copeman Centre – Cllr Fippard In the absence of Cllr Fippard, Cllr Mrs Simmons read highlights from the report of the Copeman Centre meeting held on 27 January 2015. Income was £2,550.72. Expenditure £4,078.74 Nursery School rent will be increased by 2% Arranged to service the central heating boiler later in the year. New laminate flooring in the Long Hall may not withstand tap dance. Agreed to purchase special temporary vinyl flooring. Lighting installed by Briston Players – not known if finished Outside lights to be checked by G&B																					
2015/17	To discuss and approved the financial statements for December and January and the payment for February Cllr Mrs Denton proposed that these be approved, seconded by Cllr Collins. Approved Cllr Girling queried the BT bill. The Clerk apologised that she was able to give no details as she could not access the on-line account. She is in the process of trying to sort this with BT. Financial Statement – Barclays 29 Nov – 30 Dec 2014	Clerk																				
<table border="1"> <thead> <tr> <th>Date</th> <th>Description</th> <th>Money out</th> <th>Money in</th> <th>Balance</th> </tr> </thead> <tbody> <tr> <td>29 Nov</td> <td>Start balance</td> <td></td> <td></td> <td>15,931.17</td> </tr> <tr> <td>1 Dec</td> <td>D/D E.on</td> <td>29.00</td> <td></td> <td>15,902.17</td> </tr> <tr> <td>3 Dec</td> <td>Cheque</td> <td>120.00</td> <td></td> <td>15,782.17</td> </tr> </tbody> </table>			Date	Description	Money out	Money in	Balance	29 Nov	Start balance			15,931.17	1 Dec	D/D E.on	29.00		15,902.17	3 Dec	Cheque	120.00		15,782.17
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29 Nov	Start balance			15,931.17																		
1 Dec	D/D E.on	29.00		15,902.17																		
3 Dec	Cheque	120.00		15,782.17																		

	Chevertons			
4 Dec	Cheque English Security	960.00		14,822.17
5 Dec	Cheque Higginbottom	165.00		14,657.17
5 Dec	D/D Plusnet	16.33		14,640.84
9 Dec	Deposit		120.00	14,760.84
9 Dec	Deposit		120.00	14,880.84
9 Dec	Deposit		207.50	15,088.34
9 Dec	Deposit		768.00	15,856.34
9 Dec	Deposit		20.00	15,876.34
10 Dec	Cheque Viking Stationery	78.03		15,798.32
11 Dec	Cheque Factory First	5,026.80		10,771.51
12 Dec	Unpaid cheque	15.00		10,756.51
12 Dec	Cheque Chevertons	435.00		10,321.51
12 Dec	D/D E.on	170.05		10,151.46
15 Dec	Cheque Mrs English Repayment	21.15		10,130.31
15 Dec	D/D Anglian Water	16.00		10,114.31
18 Dec	D/D BT	384.27		9,730.04
22 Dec	Cheque SLCC	103.00		9,627.04
29 Dec	S/O Mr Twiddy Salary	207.07		9,419.97
29 Dec	S/O Mrs English Salary	407.80		9,012.17
30 Dec	Cheque MSF UK	10.00		9,002.17
30 Dec	Balance carried Forward			9,002.17
	Total payments/receipts	8,164.50	1,235.50	

Financial Statement – Barclays – 01/01/2015 to 02/02/2015

Date	Description	Money out	Money in	Balance
30 Dec	Balance forward			9,002.17
02/01	D/D E.on	29.00		8,973.17
08/01	D/D Plusnet	16.33		8,956.84
12/01	D/D E.on	175.72		8,781.12
15/01	D/D Anglian Water	16.00		
15/01	Deposit		1,750.00	10,515.12
26/01	Cheque Viking	61.15		10,453.97
28/01	S/O Mr Twiddy	207.07		10,246.90

	Salary			
30/01	S/O Mrs J English Salary	436.80		
30/01	Deposit		62.40	
30/01	Deposit		305.90	10,178.40
02/02	Cheque D Jeary Christmas Lights	107.95		
02/02	D/D E.on	29.00		10,041.45
	Payments February			
	NGF Play Ltd (30% deposit on equipment for Children's Play Area)		£1,670.40	
	Mrs J English (repayment for purchase of laminator pouches from Maplin)		£12.98	
	TT Jones Electrical Ltd (street lighting maintenance Jan-Feb-March 2015)		£162.06	
	Information Commissioner (renewal of data protection registration)		£35.00	
	Npower D/D (electric charges for kiosk on village green)		£34.44	
	E-on D/D (street lighting electricity)		£175.72	
	Plusnet D/D		£16.33	
	Mr Twiddy S/O (salary)		£207.07	
	Mrs English S/O (salary)		£407.80	
	Total		£2,721.80	
2015/18	To adjourn the meeting to allow public participation The meeting was adjourned at 8.15pm The meeting reconvened at 8.18pm			
2015/19	To discuss any other business Cllr Mrs Nutkins reported that there were pot holes in the road in Woodfields. Cllr Jeary asked about vacant allotments. The Clerk replied that the only vacancies were on Plantation Hill and this would be on the agenda for the Allotment Committee meeting. Cllr Mrs Simmons said that the application for match funding for the trod round Vicarage corner had been submitted to Norfolk County Council and the Council would be told in March whether it had been successful. The Clerk reported that the Briston Players Singers had given a donation of £62.40 to the Children's Play Area. She had written to them, on behalf of the Parish Council, thanking them for this. The Clerk reported that she had received an email from Saxthorpe and Corpusty Parish Council with details of their proposed Neighbourhood Plan. The Council were asking if Briston Parish Council had any			Clerk

	comments on it. The Council had none.	
2015/20	To receive items for the next agenda Cllr Girling asked that the BT account be put on.	Clerk
	The meeting closed at 8.25pm	

Signed: *Helen Simmonds*

Dated: *2nd March 2015*

Public Forum

Minute 2015/4 refers

County Councillor, David Ramsbotham reported the Norfolk County Council (NCC) were finalising the budget which would be agreed on 16 February for 2015/2016. It would be a very hard year as the cuts will continue. The costs of services had gone up and the government grant down. There were a lot of staff redundancies at County Hall. NCC was using reserves to support adult services.

Faster Broadband is being installed at the moment and should be completed by June.

District Councillor, John Wyatt sent his apologies

PCSO Keith Clarke sent his apologies and sent the following report: Between 6/01/2015 and 2/2/2015 the following figures have been recorded for the Briston area:

There were 25 calls made to the police

From these 4 crimes were recorded

1 x criminal damage

1 x criminal damage to a motor vehicle

1 x burglary in a dwelling

1 x burglary from a garage

Due to the inclement weather the allotment surgery was not well attended. I will be holding another one in the spring.

I am pleased to hear that the speed watch team has been trained. I look forward to meeting them during one of their meetings.

I am sorry but again I will be unable to attend. Please accept my apologies.

Mrs Jen Taylor congratulated Cllr Jeary on winning the election and reiterated that 10 parishioners can call for an election.

Mr David Chambers said that with regard to the highways the most dangerous corner was the junction of Mill Road and Church/Hall Street. Nothing seemed to be done here. Cllr Mrs Simmons agreed to raise this with NCC Highways via. She also asked County Councillor Ramsbotham to help with this and will copy him into the email.

Mr Chambers also said that parking round the village was becoming a problem and the Council need to take a look at this. Cllr Mrs Simmons will speak to NCC Highways with regard to this.

Cllr Jeary said that it was a catch 22 situation. Cars were parked on the pavement in Church Street partially blocking it but if they parked on the road it made it very difficult for traffic to get through especially buses and lorries.

Cllr Mrs Simmons said that she will pick up all these points and get a meeting with Steve White from NCC Highways to discuss.

Mr Chambers said that there are a lot of planes dog fighting over Briston and flying too low. The Clerk will contact the Commanding Officers at RAF Lakenheath, Marham and Coningsby to complain about this.

Public Forum

Minute 2015/18 refers

She suggested that the Council ask the RAF for a flag to go on the Wellington Road memorial.

Mr Chris Mussellwhite said that there was a lot of mud across the footpath in Church Street outside the Wellington Construction site. This was especially hazardous at weekends. He asked if there was a vehicle washer on this site.