

BRISTON PARISH COUNCIL

The Parish Office
Briston Pavilion, Recreation Ground,
Stone Beck Lane, Briston,
Melton Constable NR24 2LG
Telephone: 01263 862638

Email: parish-council@briston-norfolk.org.uk

Minutes of the Briston Parish Council meeting held on Monday 2 March 2015 at 7.05pm in the Copeman Centre, Briston

Present: Cllr Mrs H Simmons Chairman
Cllr N Fppard Vice Chairman
Cllr Mrs A Aspinall
Cllr Miss P Whatling
Cllr D Jeary
Cllr C Lakey
Cllr T Girling
Cllr M Collins
Cllr T Serne
Cllr Mrs J Denton

In attendance Mr S Twiddy
Shadow Council Miss R Gilding

Clerk Mrs J English

Number		Action
2015/21	To consider apologies for absence Cllr Mrs B Nutkins, County Councillor D Ramsbotham, PCSO K Clarke	
2015/22	To record declarations of interest from members in any items on the agenda Cllrs Girling and Collins declared an interest in any items concerned with allotments as their partners were tenants.	
2015/23	To approve the minutes of the meeting of Briston Parish Council held on Monday 2 February 2015 Proposed to approve by Cllr Serne, seconded Cllr Collins. Approved	
2015/24	To adjourn the meeting to allow public participation County Councillor District Councillor SNT Representative The meeting adjourned at 7.09pm The meeting reconvened at 7.24pm	
2015/25	To consider and make observations on the following planning applications: Conversion and erection of extension to garage block to provide detached ancillary annexe accommodation The Acorns, Mill Road, Briston, Melton Constable NR24 2JF No objection Installation of 300kW of ground mounted solar PV array	

These minutes are unconfirmed until approved by Briston Parish Council

	<p>The Lawn, Edgefield, Road, Briston, Melton Constable NR24 2HX No objection Erection of 38 dwellings Bowling Green, Grove Road, Melton Constable NR24 2DE Cllr Mrs Simmons proposed that this development be objected to because there was insufficient capacity in the following services to deal with this rise in population: Local schools Doctors surgery Sewage and drainage Parking The proposed development was on contaminated land. This was seconded by Cllr Mrs Aspinall Approved Conversion and alterations to provide additional retail floor space Between 24 and 26 Church Street, Briston, Melton Constable, NR24 2LE Support Prior notification of intention of change of use of agricultural building to three dwelling houses (C3) Barn at Boundary Farm, Reepham Road, Briston, Melton Constable, NR24 2JN. Appellant: Mr & Mrs Berwick Members decided not to add to the original comments. Erection of part first floor and two-storey side and rear extension 7 Jewel Close, Briston, Melton Constable NR24 2SH – withdrawn Conversion of barn and artist studio and residential annexe and detached former dog kennel building to hobbies/store room Frogmoor Farm, Tithe Barn Lane, Briston, Melton Constable NR24 2JD – Withdrawn Decision Notice: 1 The Loke, Briston, Melton Constable NR24 2JZ – permit Decision Notice: Craymere Beck House, Craymere Beck Road, Thurning, Melton Constable NR24 2LN - consent</p>	
2015/26	<p>Clerks Report Mazars The clerk reported that she had received a letter from Mazars containing a change of address, key contacts and the news that Stephen Christopher had retired. It was requested that the clerk write to Mazars offering the Council's best wishes to Stephen Christopher on his retirement. BT Bill The clerk reported that she had received a paper bill from BT and had arranged for all future bills to be paper. Cllr Mrs Simmons said that she was investigating the cost of £210 call out as she thought that this fault was part of the BT system. Voluntary Norfolk The clerk read a letter from Voluntary Norfolk asking for volunteers. Report from Wider Engagement Session The clerk gave members a hand out she had received with regard to planning. The clerk reported on the procedure for the forthcoming parish council elections and stressed that all candidates must give their form in by hand to North Norfolk District Council (NNDC). An appointment should be made so that Electoral Services can check the form to ensure that it is filled in correctly. Grounds Maintenance Contract</p>	Clerk

	<p>The clerk read two letters she had received from Norse with the cost for 2015. Members asked that she check these prices with regard to last year and report back.</p> <p>Dates for Christmas Tree Festival 13 and 14 December 2015</p> <p>Report on site meetings held on 19 February In the absence of County Councillor Ramsbotham the clerk reported on the two meetings.</p> <p>The first meeting was held on the footpath which runs up the back of the recreation ground to the top of Gloucester Place. In attendance: D Ramsbotham, S White (Norfolk County Council (NCC) Highways), T Serne, J English, Mr and Mrs Williamson. This meeting was held in response to concerns from Mr and Mrs Williamson about the use of heavy traffic on this track which incorporated the footpath. Unfortunately NCC Highways were unable to do anything as it appeared no laws or rules were being broken. It was suggested that Mr and Mrs Williamson contacted the Enforcement Officer at NNDC.</p> <p>The second meeting took place on the piece of open ground behind the Chinese Takeaway on the Fakenham Road. In attendance: D Ramsbotham, R Head (Co-op), K Clarke (PCSO), J English, T Serne. This meeting was held in response to concerns about the amount of litter and unsocial behaviour in this area. When the meeting took place the area was free of litter. A local resident joined the meeting and said that this problem was not nearly as bad as it had been. J English asked R Head if the Co-op would sponsor two litter bins in this area. Members requested that the clerk contact County Councillor Ramsbotham about this matter again and enclose photographs.</p> <p>Fair Dates The clerk read out an email from Jonathan Gray Jr asking if the dates for his fair to use the village green could be changed to 13-27 April. Unfortunately these dates clash with other activities and it was proposed by Cllr Mrs Denton and seconded by Cllr Mrs Simmons that he is asked to come on some other dates.</p> <p style="text-align: right;">Approved</p>	<p>Clerk</p> <p>Clerk Clerk</p>
2015/27	<p>To ratify the agreement to give a loan to the Higginbottom Charity and to agree terms and conditions Cllr Mrs Simmons reported that the F&GP Committee had agreed to this loan in principle but the matter had been brought to the Council for full approval.</p> <p>Cllr Mrs Simmons proposed that Briston Parish Council agree to make a loan, from the Surveyors Trust, of £4,000 to the Higginbottom Charity for work on the Briston Pavilion. This was seconded by Cllr Fippard.</p> <p style="text-align: center;">Approved (7 for – 3 against)</p> <p>Cllr Fippard proposed that this is an interest free loan, repayable over 5 years at £800 per year. This to be paid annually from the interest on the CCLA account. This was seconded by Cllr Mrs Simmons.</p> <p style="text-align: center;">Approved (7 for – 3 against)</p>	
2015/28	<p>To approve the wayleave agreement between Briston Parish Council and British Telecommunications plc for an additional Green Dslam cabinet on the village green. The clerk reported that another cabinet was required as the recently installed new one did not have enough capacity for Broadband requirements. This second cabinet would be sited to the right of the existing, against the fence of the adjoining property. BT would pay the</p>	<p>Clerk</p>

	Parish Council £834 for this. Cllr Mrs Simmons proposed that this be agreed and accepted. Seconded by Cllr Girling. Approved	
2015/29	To approve a request from the clerk to attend an End of year finance course for Responsible Financial Officers at a cost of £50. Cllr Mrs Simmons proposed that the request be approved. Seconded by Cllr Girling. Approved	Clerk
2015/30	To approve and accept the gift of a Gingko Biloba tree from a parishioner to be planted on the village green in memory of Olive Ashwell. Cllr Mrs Denton explained that this tree grew to a height of approximately 200 feet. No special care is needed. At present it was about 4 foot high. The Parish Council would need to decide where to site it. Cllr Fippard proposed that in principle this gift be accepted. Seconded by Cllr Mrs Denton. Approved	Clerk
2015/31	To discuss and approve the date of the Annual Parish Meeting Cllr Serne proposed Monday 20 April 2015. Seconded by Cllr Fippard. Approved	
2015/32	To discuss and approve the date of the Annual Parish Council Meeting Monday 11 May 2015 APPROVED	
2015/33	To propose tasks which may be carried out by the Highway Community Rangers when they visit at the end of March Cleaning of reflector posts at Vicarage Corner, gully on Stone Beck Lane and mess on the gully on Hall Street.	Clerk
2015/34	To discuss request by Circus Tyanna to use the Village Green for Circus performance for a week in August or September. Agreed as long as Circus Tyanna make good any damage done to the green.	Clerk
2015/35	To discuss increasing the village handyman's hours to 8 per week to cover additional work Cllr Girling proposed that this be carried. Seconded Cllr Jeary. Approved	
2015/36	To discuss road gritting – Cllr Serne Cllr Serne reported that Hall Street was no longer being gritted. Cllr Jeary said he would investigate this.	Cllr Jeary
2015/37	To discuss the proposal to remove the Lollipop Lady from the Fakenham Road – Cllr Serne It was not clear whether this was happening so it was agreed to write to Norfolk County Council for clarification. It was also decided to contact Melton Constable Parish Council to see if they are doing anything.	Clerk
2015/38	To receive a report from the Allotment Committee meeting held on Monday 16 February 2015 Minutes to be tabled Cllr Girling reported that it had been decided to amalgamate the 'best kept allotment' competition into one to cover all three sites and award a first and second prize. There was one tenant on each of the three sites who had not paid their rent and the clerk would be contacting them shortly. There was one vacant plot on the Plantation Hill estate and Cllr Girling would be looking at the site with a view to turning the rest into allotments. Cllr Girling and Cllr Lakey are sorting out the water tank on the Plantation Hill allotments.	
2015/39	To receive a report from the Finance & General Purpose Committee	

	<p>meeting held on Monday 16 February 2015 Minutes to be tabled</p> <p>Cllr Fippard reported that a proposal to provide a name board and flags for the Wellington Road memorial had been approved.</p> <p>The clerk reported that BT wished to put another Dslam cabinet on the village green and would pay the Parish Council £834. It was agreed that this item would go on the next Parish Council agenda but no problem with this request was foreseen.</p>																																																																																			
2015/40	<p>To receive a report from the Copeman Committee</p> <p>Cllr Fippard reported that the boiler will be serviced and members will then have a teach-in to learn about the controls etc.</p> <p>New vinyl flooring has been bought for the long hall so that it can be used by dancers.</p> <p>A new vacuum cleaner has been purchased</p> <p>A discussion took place about events taking place in the Briston Pavilion and how not to duplicate them with the Copeman Centre.</p>																																																																																			
2015/41	<p>To discuss and approve the financial statement for February and the payments for March</p> <p>Cllr Denton proposed that these be approved. Seconded by Cllr Fippard</p> <p style="text-align: center;">Approved</p> <p>Financial Statement</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Description</th> <th>Money in £</th> <th>Money out £</th> <th>Balance £</th> </tr> </thead> <tbody> <tr> <td>02/03/15</td> <td>Mrs J English – salary</td> <td></td> <td>407.80</td> <td>7,223.36</td> </tr> <tr> <td>02/03/15</td> <td>Mr R Twiddy – salary</td> <td></td> <td>207.07</td> <td>7,631.16</td> </tr> <tr> <td>02/03/15</td> <td>E.on</td> <td></td> <td>29.00</td> <td>7,838.23</td> </tr> <tr> <td>02/03/15</td> <td>Chq 101788 – Mrs English repay</td> <td></td> <td>12.98</td> <td>7,867.23</td> </tr> <tr> <td>19/02/15</td> <td>Chq 101791 – Fire extinguisher</td> <td></td> <td>90.36</td> <td>7,880.21</td> </tr> <tr> <td>18/02/15</td> <td>Npower</td> <td></td> <td>114.37</td> <td>7,970.57</td> </tr> <tr> <td>18/02/15</td> <td>Chq 101790 – Date Protection renewal</td> <td></td> <td>35.00</td> <td>8,084.94</td> </tr> <tr> <td>17/02/15</td> <td>Chq 101789 – TT Jones</td> <td></td> <td>162.06</td> <td>8,119.94</td> </tr> <tr> <td>17/02/15</td> <td>Chq 101787 – Deposit Play equipment</td> <td></td> <td>1,670.40</td> <td>8,282.00</td> </tr> <tr> <td>16/02/15</td> <td>Anglian Water</td> <td></td> <td>16.00</td> <td>9,952.40</td> </tr> <tr> <td>12/02/15</td> <td>42 Cromer – Allotment rents and sale of computer</td> <td>119.00</td> <td></td> <td>9,968.40</td> </tr> <tr> <td>12/02/15</td> <td>E.on</td> <td></td> <td>175.72</td> <td>9,849.40</td> </tr> <tr> <td>06/02/15</td> <td>PNET1186139-2</td> <td></td> <td>16.33</td> <td>10,025.12</td> </tr> <tr> <td>02/02/15</td> <td>E.on</td> <td></td> <td>29.00</td> <td>10,041.45</td> </tr> <tr> <td>02/02/15</td> <td>Chq 101785 Christmas Lights</td> <td></td> <td>107.95</td> <td>10,070.45</td> </tr> </tbody> </table> <p>Payments</p> <table border="1"> <tr> <td>J English – repayment: gate closer (Blyth & Wright)</td> <td>8.59</td> </tr> </table>	Date	Description	Money in £	Money out £	Balance £	02/03/15	Mrs J English – salary		407.80	7,223.36	02/03/15	Mr R Twiddy – salary		207.07	7,631.16	02/03/15	E.on		29.00	7,838.23	02/03/15	Chq 101788 – Mrs English repay		12.98	7,867.23	19/02/15	Chq 101791 – Fire extinguisher		90.36	7,880.21	18/02/15	Npower		114.37	7,970.57	18/02/15	Chq 101790 – Date Protection renewal		35.00	8,084.94	17/02/15	Chq 101789 – TT Jones		162.06	8,119.94	17/02/15	Chq 101787 – Deposit Play equipment		1,670.40	8,282.00	16/02/15	Anglian Water		16.00	9,952.40	12/02/15	42 Cromer – Allotment rents and sale of computer	119.00		9,968.40	12/02/15	E.on		175.72	9,849.40	06/02/15	PNET1186139-2		16.33	10,025.12	02/02/15	E.on		29.00	10,041.45	02/02/15	Chq 101785 Christmas Lights		107.95	10,070.45	J English – repayment: gate closer (Blyth & Wright)	8.59	
Date	Description	Money in £	Money out £	Balance £																																																																																
02/03/15	Mrs J English – salary		407.80	7,223.36																																																																																
02/03/15	Mr R Twiddy – salary		207.07	7,631.16																																																																																
02/03/15	E.on		29.00	7,838.23																																																																																
02/03/15	Chq 101788 – Mrs English repay		12.98	7,867.23																																																																																
19/02/15	Chq 101791 – Fire extinguisher		90.36	7,880.21																																																																																
18/02/15	Npower		114.37	7,970.57																																																																																
18/02/15	Chq 101790 – Date Protection renewal		35.00	8,084.94																																																																																
17/02/15	Chq 101789 – TT Jones		162.06	8,119.94																																																																																
17/02/15	Chq 101787 – Deposit Play equipment		1,670.40	8,282.00																																																																																
16/02/15	Anglian Water		16.00	9,952.40																																																																																
12/02/15	42 Cromer – Allotment rents and sale of computer	119.00		9,968.40																																																																																
12/02/15	E.on		175.72	9,849.40																																																																																
06/02/15	PNET1186139-2		16.33	10,025.12																																																																																
02/02/15	E.on		29.00	10,041.45																																																																																
02/02/15	Chq 101785 Christmas Lights		107.95	10,070.45																																																																																
J English – repayment: gate closer (Blyth & Wright)	8.59																																																																																			

	wall planner (Ryman)		
	Viking – stationery	118.40	
	Higginbottom Community Centre – Parish office rent – 1 January to 31 March 2105	165.00	
	Plus Net DD Broadband provision	16.33	
	E-on DD Street Lighting	175.72	
	Mrs J English SO – salary	407.80	
	Mr R Twiddy SO – salary	207.07	
	Total	£1,098.91	
2015/42	To adjourn the meeting to allow public participation The meeting adjourned at 8.48pm The meeting reconvened at 8.50pm		
2015/43	To discuss any other business Cllr Fippard reported at the SNAP meeting he had attended the current SNP priorities were rural crime, ABS engagement with youth and oil thefts. New priorities would include burglary other than dwellings, burglary from farms and speeding. There were 17 incidents of assault in Briston during December. There was a complaint from a Briston resident about a street light failure along Plumbs Close. The clerk replied that this belonged to Victory Housing. She had already contacted them as had Norfolk County Council. Cllr Collins reported that there was a complaint from one of his neighbours about bins being left blocking the pavements after they had been emptied. The clerk to write to NNDC about this.		Clerk
2015/44	To receive items for the next agenda None		
	The meeting closed at 8.56pm		

Signed: 

Dated: 13/04/2015

Public Forum
Minute 2015/24 refers

Apologies were received from County Councillor D Ramsbotham

District Councillor John Wyatt reported that at the full council meeting held last week it was agreed that the council tax would remain the same as last year. Small recycling centres in the district will be closing for three days a week. He has received complaints about lorries going through West End from the gravel pit at Stody. He has complained to NCC Highways. Cllr Lakey will raise this at the next forum meeting with Stody.

PCSO K Clarke sent his apologies and the clerk read out the following report:

For the period of 2 February to 2 March we have received 11 calls to police which break down into the following categories:

- 1 highway disruption
- 1 road traffic collision
- 1 concern for safety
- 2 reports of lost property
- 1 report of sus vehicle
- 1 road related offence
- 1 vehicle theft.

- 5 crimes have been recorded for Briston
- 3 theft
- 1 criminal damage
- 1 assault

Mr Eggleton reported that the memorial garden off The Lane was very untidy and overgrown. The clerk reported that she had written to the Congregational Church about this and had got a reply from Mrs Woodruff saying that she was attempting to clear the garden. The clerk had offered to help but had received no reply. As this garden belongs to the Congregational Church there is nothing further she can do.

In response to a query from Mr Eggleton about potholes in The Lane the clerk replied that she had reported these to Norfolk County Council.

Mr Eggleton reported that there were a lot of mole hills on the open space on the Plantation Hill Estate. The clerk said that she will contact a mole catcher about these.

Public Forum
Minute 2015/42 refers

Mr Mussellwhite reported on the activities of the Speedwatch Team. So far, on their weekly activity they had only found motorists speeding on the Holt Road. Several members of the public had approached him and said how much they appreciated the work of the Speedwatch Team.