

# BRISTON PARISH COUNCIL

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

Present: Cllr N Fippard – Chairman  
Cllr T Serne  
Cllr P Egan  
Cllr L Edwards  
Cllr S Twiddy  
Cllr M Collins  
Cllr Miss R Gilding  
Cllr Mrs J Denton  
Cllr T Girling  
Cllr C Lakey

Clerk Mrs J English

Number		Action
2015/186	<b>To consider apologies for absence</b> Cllrs Jeary and Miss Whatling	
2015/187	<b>To record declarations of interest from members on any items on the agenda</b> Cllr Girling – wife is a tenant on The Poors Cllr Edwards – financial interest. His wife does contract work for the Parish Council	
2015/188	<b>To approve the minutes of the Parish Council meeting held on Monday 5 October 2015</b> Proposed Cllr Lakey. Seconded Cllr Miss Gilding. <b>Approved</b>	
2015/189	<b>To adjourn the meeting to allow public participation:</b> <b>County Councillor</b> <b>District Councillor</b> <b>SNT Representative</b> Meeting adjourned at 7.09pm Meeting reconvened at 7.30pm	
2015/190	<b>To discuss matters arising from the minutes of the Parish Council meeting held on 5 October</b> 2015/170. No reply from Steve White, NCC regarding speed markers 2015/170. Mr Dowsett has confirmed that he will attend the Remembrance Service. Clerk has the wreath and poppies. 2015/179. Levelling of the pathway in the Poors will be put on the agenda for the Allotment Committee.	Clerk
2015/191	<b>To consider and make observations on the following planning applications and any more that may be received:</b> Prior notification of intention of change of use of agricultural building	

	<p>to two dwellings (C3). Boundary Farm, Reepham Road, Briston, Melton Constable, NR24 2JN</p> <p>Parish Council will object as they did last time this application was submitted as it feels that this is not a suitable location for these types of dwelling and the building is not in a fit condition to be converted.</p> <p style="text-align: right;"><b>Agreed</b></p> <p>Erection of extensions to front and rendering of dwelling, Bravingate, 2 Mill Lane, Briston, Melton Constable, NR24 2JG</p> <p>No comment or objection. <span style="float: right;"><b>Agreed</b></span></p> <p>Notice of decision – Westview House, 36 Church Street, Briston, Melton Constable NR24 2LE. Removal of conditions 3 and 6 of PE/10/0550 – Permit</p> <p>External alterations to facilitate installation of solar panels to south-west roof elevation. The Lawn, Edgefield Road, Briston, Melton Constable NR24 2HX</p> <p>No comment or objection. <span style="float: right;"><b>Agreed</b></span></p> <p>Conversion of barn to dwelling with new access. Home Farm House, Church Street, Briston, Melton Constable, NR24 2HN</p> <p>No comment or objection. <span style="float: right;"><b>Agreed</b></span></p>	
<b>2015/192</b>	<p><b>Clerk's Report</b></p> <p>Plusnet – Phone has now been transferred. Phone and Broadband now both with Plusnet. Closing letter received from BT.</p> <p>Freedom of information request from Mr K Craske. Concerns Parish Council insurance with regard to the case of unfair dismissal. Clerk has contacted Information Commissioners Office for guidance with regard to response and is waiting for reply.</p> <p>Copeman Centre – Mrs Carter has sent a check list for all users to go through with regard to such things as heating and lights, etc.</p> <p>Remembrance Sunday- Everybody welcome to service on Sunday 8 November at 10.30am in All Saints' Church and round the memorial at 11am. Clerk will keep three poppies for the memorial to the airmen in Wellington Road and one for the war grave in the church yard.</p>	
<b>2015/193</b>	<p><b>To discuss and make decision on request from the Speedwatch team for an additional speed indicator</b></p> <p>Cllr Fippard reported that the working group felt that an additional sign would not be very beneficial and did not want this item to be bought out of the precept.</p> <p>Cllr Fippard proposed that the Parish Council do not fund this Speed Indicator. <span style="float: right;"><b>Approved</b></span> Seconded Cllr Lakey.</p> <p>Cllr Serne said that he thought another speed indicator would be of benefit to the village and proposed that match funding be applied for and the remainder of the cost come from the Surveyors Trust. <span style="float: right;"><b>Approved</b></span> Seconded by Cllr Lakey.</p> <p>Cllr Edwards said it would be of great benefit to have a speed indicator on the Fakenham Road. The clerk will look into borrowing a portable one.</p>	<p>Clerk</p> <p>Clerk</p>
<b>2015/194</b>	<p><b>To discuss and make decision on attending a 'Rights of Way &amp; Byways' Course on Monday 8 February 2016 starting at 7pm in Kettlestone Village Hall</b></p> <p>Several councillors expressed an interest in attending this course and Cllr Egan proposed that the Parish Council contact Joanne Otte who is organising the course and pay for councillors to attend at a cost of £10 for the whole council. Seconded by Cllr Mrs Denton</p>	<p>Clerk</p>



	Approved	
2015/195	<p><b>To discuss and make decision on letter from Mrs P Webster with regard to the car park in Church Street.</b></p> <p>Mrs Webster expressed concerns about the increase in numbers of vehicles using the car park in particular large camper vans and commercial vehicles.</p> <p>After discussion the clerk was asked to investigate private clamping firms. Cllr Edwards proposed that a sign be purchased which said 'No Overnight Camping'. Seconded by Cllr Lakey <b>Approved</b></p> <p>The clerk also read out a letter, which had been left in All Saints' Church. This was not signed but came from the resident of 23 Old Post Road. It ranted on about a vehicle belonging to them, left on this car park, which they alleged had been damaged and also been accused of living in it. The clerk said she will reply to this letter saying that the car park belongs to Briston Parish Council and there are no restrictions on vehicles parking in it at present.</p>	<p>Clerk</p> <p>Clerk</p>
2015/196	<p><b>To discuss and approve the Annual Precept 2016/2017</b></p> <p>Cllr Fippard proposed that the figures presented to the Parish Council for the precept for 2016/17 be accepted. Seconded Cllr Miss Gilding <b>Approved by majority with one against</b></p> <p>Cllr Fippard proposed that the precept form be signed with a request for £34,514. The remainder of the budget of £2,453 being paid by grant from NNDC. Seconded by Cllr Girling <b>Approved</b></p> <p>The precept form was duly signed as required by NNDC.</p>	
2015/197	<p><b>To receive report from the Clerk on proposal to plant a tree in memory of Bob Cushion on Briston Village Green</b></p> <p>The clerk reported that she had spoken to Mr Maurice Grey and he had said that there was room for a tree on the right hand side of the drive leading onto the village green from Mill Road. He suggested a Norwegian Maple as there was already one on the other side of the drive. The clerk had contacted the WI with regard to provision of a tree and was waiting for a reply. Cllr Lakey asked if there would be a plaque on the tree to the memory of Bob Cushion and the clerk replied that there would.</p> <p>Cllr Fippard proposed that this project go ahead. Seconded by Cllr Serne. <b>Approved</b></p>	
2015/198	<p><b>To receive information on the proposed enlargement scheme to the Astley School</b></p> <p>The clerk reported that she had received a request asking if the proposed enlargement of the Astley School meant that the Briston Community Nursery School in the Copeman Centre would no longer function. She had asked NCC about this and had received a reply from Chris Hey, Head of Place, Planning and Organisations in Children's Services. He said that 'the school enlargement scheme proposes that a pre-school building be provided on the school site to enable the Briston Community Nursery School to offer on-site day care. I understand that they would intend to continue using the Copeman Centre for some of their work.'</p> <p>Cllr Miss Gilding said that usually the only pre-school facilities on offer were for children who were a year younger than the school entrance age.</p>	
2015/199	<b>To discuss and make decision on local footpaths with regard to the</b>	

	<p><b>following: Conditions of Footpaths in Briston – document from Rose Hayward and Hilary Froud. Historic public rights of way – email received.</b></p> <p>The document received was concerned with the general state of footpaths, which often had missing finger boards and very faded printed signs. Many were covered in undergrowth with broken or rotten stiles. Two paths which were of concern were the circular footpath from Title Barn Lane to White Ollands and Hellpit Lane to Rookery Farm.</p> <p>Maintaining footpaths is the responsibility of the County Council. It is the duty of landowners to ensure that undergrowth does not cover footpaths. The clerk will write to the landowners concerned asking them to clear the footpath.</p> <p>The clerk reported that she had received an email from NCC saying that all unrecorded public rights of way which were established in the parish before 1949 had to be registered on the County Council’s Definitive Map of Public Rights of Way before 1 January 2026.</p>	Clerk																																																		
2015/120	<p><b>To receive a report from the Copeman Centre Committee: Cllr Fippard</b></p> <p>Meeting 13 October 2015</p> <p>Income £1554.02. Expenditure £739.49</p> <p>Minor repairs had been carried out to a cracked window pane, rubber seal on the front door and pulley on a blind. Arrangements had been made for the pudding evening. Ideas for the decoration of the Christmas tree were in hand. Instructions for the dishwasher had been laminated and will be stuck on the wall. It was decided to cut down on the number of car boot sales as they are no longer so popular. The committee had been offered a table tennis table.</p>																																																			
2015/121	<p><b>To discuss and approve the financial statement for October and the payments for November</b></p> <p>Proposed that these be approved by Cllr Mrs Denton. Seconded Cllr Edwards.</p> <p style="text-align: right;"><b>Approved</b></p> <table><thead><tr><th>Date</th><th>Description</th><th>Money out £</th><th>Balance £</th></tr></thead><tbody><tr><td>02/11/15</td><td>D/D E.on</td><td>61.00</td><td>19,068.20</td></tr><tr><td>28/10/15</td><td>S/O Mrs J English</td><td>442.03</td><td>19,129.20</td></tr><tr><td>28/10/15</td><td>S/O Mr R Twiddy</td><td>231.31</td><td>19,571.23</td></tr><tr><td>23/10/15</td><td>Cheque T T Jones</td><td>772.16</td><td>19,802.54</td></tr><tr><td>19/10/15</td><td>Bill Payment HMRC</td><td>481.40</td><td>20,574.70</td></tr><tr><td>12/10/15</td><td>D/D E.on</td><td>226.14</td><td>21,056.10</td></tr><tr><td>12/10/15</td><td>Cheque Anglian Water</td><td>15.28</td><td>21,282.24</td></tr><tr><td>08/10/15</td><td>Cheque Payroll Services</td><td>15.00</td><td>21,297.52</td></tr><tr><td>07/10/15</td><td>D/D Plusnet</td><td>20.20</td><td>21,312.52</td></tr><tr><td>06/10/15</td><td>Cheque Mole Traps</td><td>9.90</td><td>21,332.72</td></tr></tbody></table> <p style="text-align: center;"><b>PAYMENTS</b></p> <p>T Girling</p> <table><tbody><tr><td>Repayment for purchase of flags from The Flag Shop Ltd</td><td>£64.72</td></tr><tr><td>Ian Clarke – cutting of Briston churchyard</td><td>£2,675.00</td></tr><tr><td>Value Products Ltd – Dog fouling and Dogs on lead signs</td><td>£62.40</td></tr></tbody></table>	Date	Description	Money out £	Balance £	02/11/15	D/D E.on	61.00	19,068.20	28/10/15	S/O Mrs J English	442.03	19,129.20	28/10/15	S/O Mr R Twiddy	231.31	19,571.23	23/10/15	Cheque T T Jones	772.16	19,802.54	19/10/15	Bill Payment HMRC	481.40	20,574.70	12/10/15	D/D E.on	226.14	21,056.10	12/10/15	Cheque Anglian Water	15.28	21,282.24	08/10/15	Cheque Payroll Services	15.00	21,297.52	07/10/15	D/D Plusnet	20.20	21,312.52	06/10/15	Cheque Mole Traps	9.90	21,332.72	Repayment for purchase of flags from The Flag Shop Ltd	£64.72	Ian Clarke – cutting of Briston churchyard	£2,675.00	Value Products Ltd – Dog fouling and Dogs on lead signs	£62.40	
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	MAE Booking & Accounts – payroll September	£15.00	
	Mazars LLP – professional fees for annual return	£270.00	
	E-on - Electricity to toilet block (please note this is estimated and is wrong)	£158.69	
	Plusnet D/D – phone and broadband	£31.31	
	Mr R Twiddy (salary) S/O	£231.31	
	Mrs J English (salary) S/O	£442.03	
<b>2015/122</b>	<b>To adjourn the meeting to allow public participation</b> Meeting adjourned at 8.39pm Meeting reconvened at 8.45pm		
<b>2015/123</b>	<b>To receive items for the next agenda</b> Training session		
<b>2015/124</b>	<b>Date of next parish council meeting – Monday 7 December 2015</b>		
	<b>The meeting closed at 8.46</b>		

Signed:



Dated:

7<sup>th</sup> Dec 2015.



## Public Forum

### Minute 2015/189 refers

County Councillor David Ramsbotham reported:

The budget has been set for the next financial year. Savings of £245m per annum have already been made since 2011/12. NCC will have to save a further £111m over the next three years.

Any comments on the budget have to be received by 14 January 2016.

The budget will be fixed in February 2016.

Astley School is being extended subject to planning permission. Admissions each year are increasing with 45 in 2016. It is proposed to build five new classrooms.

The public present raised concerns about the lack of provision for car parking outside the Astley School.

Suggestions were provision of a lay-by and this concern needs to be highlighted when the proposal comes up for planning permission.

All footpaths need to be registered by 2026.

A member of the public asked why the Northern Distributor Road was going ahead when the county council has to make savings. Cllr Ramsbotham replied that a lot of the funding comes out of capital not revenue and capital funding comes from central government.

Norfolk and Suffolk has put in a bid for devolution.

Cllr Serne asked about road gritting. He was concerned that Hall Street was not going to be gritted this year although it was on a school bus route. Cllr Ramsbotham said he would look into this.

District Councillor Jenny English reported:

Devolution proposals for Norfolk and Suffolk would see more government services devolved to authorities in these counties. All levels of councils would still be needed but there would be shared services opportunities.

The Chief Executive and Finance Officer from North Norfolk District Council will be seconded to Great Yarmouth on a shared basis. This is on an interim trial basis.

SNT representative Keith Clarke PCSO reported:

19 calls to the Police. From these two crimes were recorded.

He recently visited the Speedwatch team and was very impressed with the professionalism of the team and the way they were operating.

There were no major incidents over Hallow'en.

The parking situation in Hall Street has improved.

Cllr Serne reported that on the evening of Friday 6 November a bonfire and firework display would be taking place on the recreation ground. There would be no public parking at the recreation ground on that evening.

Cllr Fippard reported that the next meeting of the SNT would take place on 12 November and he would bring up any issues which Briston might have.

Mr Mussellwhite said that the Speedwatch team only had six members and it would be good to have some more.

Mr Mussellwhite asked Cllr Ramsbotham if taxes were raised what the money would go towards. Cllr Ramsbotham replied that it would be offset against savings.

### **Minute 2015/122 refers**

Mr Mussellwhite said that at one time there were discussions about installing a height barrier in the entrance to the Church Street car park. This was turned down as the whole car park would have to be fenced.

Cllr Girling said that he had purchased a Norfolk flag and asked when it could be flown. It was agreed to fly it during the summer.

Cllr Egan asked about additional cameras at the public toilets on the recreation ground. It was agreed to put this on the next agenda of the Parish Council.

Cllr Egan said that planning the content of the website needed to be done.

A handwritten signature in dark ink, appearing to be 'M.A.' with a flourish.