

BRISTON PARISH COUNCIL

The Parish Office

Recreation Ground, Stone Beck Lane,
Briston, Melton Constable NR24 2PS

Telephone: 01263 862638

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

Minutes of the Briston Parish Council Meeting held on Tuesday 5 April 2016 at 7pm in the Nursery Room of the Briston Pavilion

Present: Cllr D Jeary – chairman
Cllr P Egan
Cllr L Edwards
Cllr S Twiddy
Cllr T Girling
Cllr M Collins
Cllr P Miss Whatling
Cllr R Miss Gilding
Cllr J Mrs Denton

Clerk Mrs J English

Number		Action
2016/51	To consider apologies for absence Cllrs Fippard and Serne on holiday. Cllr Lakey lambing. Apologies accepted.	
2016/52	To record declarations of interest from members on any items on the agenda Cllr Edwards declared an interest as his wife does some paid work for the council.	
2016/53	To approve the minutes of the Parish Council meeting held on Monday 7 March 2016 Proposed Cllr Miss Whatling, seconded Cllr Egan. Approved	
2016/54	To adjourn the meeting to allow public participation County Councillor District Councillor SNT Representative Meeting adjourned at 7.3pm Meeting reconvened at 7.15pm	
2016/55	To discuss matters arising from the minutes of the Parish Council meeting held on 7 March 2016/33. Cllr Miss Whatling reported that she had been in contact with NNDC. NNDC had omitted to make the removal of the caravan part of the planning approval so could do nothing. Cllr Miss Whatling had spoken to the owner, Mr Daniels and it was hoped that he was arranging removal of the caravan. 2016/39. Not done Grays Fair had arrived on the village green Mr Willimott has cut the churchyard for the first time.	
2016/56	To consider and make observations on the following planning applications	

	<p>External alterations to agricultural building (Retrospective) Boundary Farm, Reephams Road, Briston, Melton Constable, NR24 2JN. Cllr Girling proposed that there was no objection or comment. Seconded by Cllr Edwards. Approved</p> <p>Internal alterations to The Lawn, Edgefield Road, Briston, Melton Constable, NR24 2HX Cllr Girling proposed that there was no objection or comment. Seconded by Cllr Edwards. Approved</p> <p>Decisions: Astley Primary School, Fakenham Road, Briston, Norfolk NR24 2HH – granted Use of land as agricultural contractor’s storage yard, erection of agricultural contractor’s storage building and retention of alterations to access Tithe Barn Lane, Briston, NR24 2JB. Appeal dismissed.</p>	
2016/57	<p>Clerk’s report NNDC – Housing and Economic Land Availability Assessments (HELAAAs). Report given Information and Advice Services in North Norfolk Information on nearest, Melton Constable and opening hours Changes to Briston Post Office Information on closure for changes NNDC – Planning Applications Information on sending out plans digitally Car park sign – no camping Sign erected on Church Street car park Bid for SAM2 NCC awarded half cost. Other half to come from the Surveyors Trust Fund. Clerk to liaise with Mr Mussellwhite regarding purchase. Grass cutting on Vincent Close Resident has offered to cut grass. Clerk will produce contract and sort out insurance.</p>	Clerk
2016/58	<p>To discuss and approve the appointment of Auditing Solutions Proposed by Cllr Mrs Denton, seconded Cllr Miss Whatling. Approved</p>	
2016/59	<p>To readopt the following: Standard Orders and Chairmanship Financial Regulations Document Retention, Archive and Destruction Policy Lone Working Policy Policy for audio/video recording of council meetings Financial Risk Assessment Document Information Systems Policy Complaints Policy Equal Opportunities Policy Emergency work on parish property Model publication scheme Code of conduct Proposed to readopt by Cllr Collins, seconded by Cllr Girling. Approved</p>	
2016/60	<p>To discuss provision of car park barrier and bollards on the Church Street Car Park</p>	

	The clerk presented the following costings: Single leaf opening height restrict barrier £677.60, Cotswold recycled plastic bollard £62 each. There would also be installation costs. Cllr Mrs Denton proposed that this work not be carried out as it hadn't been precepted for. Seconded by Cllr Jeary. Approved																																																								
2016/61	To discuss provision of waste bin by the bus shelter on the Fakenham Road The clerk read out an email from Heather Bowes saying that she was mowing the verge by the bus shelter but had to clear up a lot of litter before doing this. She asked for a litter bin to be installed. The clerk said that a little bin would cost £195 plus installation and the village handyman would empty it. Cllr Twiddy proposed that the bin be purchased. Seconded by Cllr Girling. Approved																																																								
2016/62	To grant permission under 7 of the Byelaws made by the Parish Council of Briston under Section 8(1)(d) of the Local Government Act 1894 with respect to a village green and a playing field: All Saints' Church Fete – 16 July – Village Green Tractor Run – 24 July – Playing Field (Recreation Ground) Cllr Jeary read out an email from Phil Littler of the North West Ringing Group asking to put up a net near the pit on the village green to catch a couple of birds to illustrate a talk, ring and release them. Cllr Jeary proposed that all the above be approved. Seconded by Cllr Miss Whatling. Approved																																																								
2016/63	To discuss and approve the financial statement for March and the payments for April. The clerk was asked to write to the two properties bordering the top of the alley leading to the Briston Pavilion asking them if they were having trouble with the street light as the bulb has been removed. Cllr Mrs Denton proposed that the financial statement for March and payments for April be approved. Seconded by Cllr Girling. Approved	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>27 Feb</td> <td>Start balance</td> <td></td> <td></td> <td>24,720.96</td> </tr> <tr> <td>29 Feb</td> <td>Cheque 101874 Husar tree work</td> <td>250.00</td> <td></td> <td>24,470.96</td> </tr> <tr> <td></td> <td>S/O Mr Twiddy – salary</td> <td>231.31</td> <td></td> <td>24,239.65</td> </tr> <tr> <td></td> <td>S/O Mrs English – salary</td> <td>442.03</td> <td></td> <td>23,797.62</td> </tr> <tr> <td>1 Mar</td> <td>D/D Eon</td> <td>61.00</td> <td></td> <td>23,736.62</td> </tr> <tr> <td>3 Mar</td> <td>Cheque 101875 Rialtas Software Maint</td> <td>133.20</td> <td></td> <td>23,603.42</td> </tr> <tr> <td></td> <td>Receipt re Complaint A4042770 ref 1 Churchill Place</td> <td></td> <td>100.00</td> <td>23,703.42</td> </tr> <tr> <td>4 Mar</td> <td>Cheque 101858 Wuer Electrical</td> <td>983.40</td> <td></td> <td>22,720.02</td> </tr> <tr> <td>7 Mar</td> <td>D/D Plusnet - broadband/telephone</td> <td>32.16</td> <td></td> <td>22,687.86</td> </tr> <tr> <td>10</td> <td>Deposit Holt</td> <td></td> <td>143.70</td> <td>22,831.56</td> </tr> </tbody> </table>	Date	Description	Money out £	Money in £	Balance £	27 Feb	Start balance			24,720.96	29 Feb	Cheque 101874 Husar tree work	250.00		24,470.96		S/O Mr Twiddy – salary	231.31		24,239.65		S/O Mrs English – salary	442.03		23,797.62	1 Mar	D/D Eon	61.00		23,736.62	3 Mar	Cheque 101875 Rialtas Software Maint	133.20		23,603.42		Receipt re Complaint A4042770 ref 1 Churchill Place		100.00	23,703.42	4 Mar	Cheque 101858 Wuer Electrical	983.40		22,720.02	7 Mar	D/D Plusnet - broadband/telephone	32.16		22,687.86	10	Deposit Holt		143.70	22,831.56	
Date	Description	Money out £	Money in £	Balance £																																																					
27 Feb	Start balance			24,720.96																																																					
29 Feb	Cheque 101874 Husar tree work	250.00		24,470.96																																																					
	S/O Mr Twiddy – salary	231.31		24,239.65																																																					
	S/O Mrs English – salary	442.03		23,797.62																																																					
1 Mar	D/D Eon	61.00		23,736.62																																																					
3 Mar	Cheque 101875 Rialtas Software Maint	133.20		23,603.42																																																					
	Receipt re Complaint A4042770 ref 1 Churchill Place		100.00	23,703.42																																																					
4 Mar	Cheque 101858 Wuer Electrical	983.40		22,720.02																																																					
7 Mar	D/D Plusnet - broadband/telephone	32.16		22,687.86																																																					
10	Deposit Holt		143.70	22,831.56																																																					

Mar				
11 Mar	D/D Eon	218.59		22,612.97
14 Mar	Cheque 101880 – D Jeary/Lights for Fun	103.00		22,509.97
15 Mar	Cheque 101878 – Parish office rent to Higginbottom	330.00		22,179.97
	Cheque 101879 – P Egan (maps)	28.70		22,151.27
16 Mar	Cheque 101879 – Blyth & Wright	43.13		22,108.14
29 Mar	S/O Mr Twiddy – salary	231.31		22,108.14
	S/O Mrs English – salary	442.03		21,434.80
30 Mar	Cheque 101881 – Mrs Edwards payroll services	30.00		21,404.80
30 Mar	Balance carried forward			21,404.80
	Total payments/receipts	3,559.86	243.70	

Payments for April

HMRC	£ 479.60
Cookes Renewable Energy deposit on PVA array – Pavilion	£8958.81
Anglian Water Stone Road allotments	£ 17.59
Value Products Ltd 'no camping' signs	£ 20.34
NALC annual subscription	£ 374.63
TT Jones Electrical	£ 191.36
Mr R Twiddy repayment for diesel for strimmer	£ 10.29
Mr R Twiddy S/O – salary	£ 231.31
Mrs J English S/O – salary	£ 442.03
Plusnet Broadband and telephone	£ 32.76
E-on – Toilet block	£ 84.23
Total	£10842.93

	Higginbottom Anglian Water Briston Recreation Ground water and sewage	£142.31
2016/64	<p>To receive an update from the Higginbottom Recreational Charity – Clerk</p> <p>Installation of Solar PV System Relevant permission had come from UK Power Networks. Thanks to quick work done by Mr Moulton, the clerk, Cllr Lakey and Cookes the contractor, the installation work was started on Monday 4 April and should take one week to complete.</p> <p>EDP Community Chest grant Thanks to work done by Ms Julie White a grant of £200 had been awarded.</p> <p>Tesco Bags of Help grant Thanks to work done by the clerk a grant of £8,000 had been awarded for the provision of adult gym equipment on the recreation ground.</p> <p>Offer to clear remains of hedge from Mr Morrissey Clerk reported she had written to Mr Morrissey to thank him for his offer. The work had not been carried out yet. The clerk was asked to write to Mr Morrissey asking him when this work would be done.</p>	
2016/65	<p>To adjourn the meeting to allow public participation Meeting adjourned at 7.58pm Meeting reconvened at 8.07pm</p>	
2016/66	<p>Any other business Cllr Egan asked about the pond at the corner of the Poors allotments. Cllr Jeary replied that he had contacted Mr McNicol who could provide tractor and trailer to remove waste material from the pond but could not provide a digger. Cllr Jeary said the NCC should be pushed to clear out this pond as it was surface water going into it and causing flooding.</p>	
2016/67	<p>To receive items for the next agenda Litter and old car in the Congregational Car Park – Cllr Miss Whatling Marking of parking bays in Hillside – Cllr Edwards Precept Setting – Cllr Serne Dates of council meetings – Cllr Serne</p>	
	The meeting closed at 20.18	

Signed:



Dated: 9 May 2016

Public Forum
Minute 2016/54 refers

County Councillor David Ramsbotham send his apologies

District Councillor Jenny English reported that the main subjects NNDC were concerned with were devolution, boundary changes and the planning application for Holly House. This was coming before the Development Committee on Thursday and she would be opposing the application. This was due to the poor access and the number of dwelling proposed for the site, which was above that originally agreed with NNDC.

SNT sent apologies and the following report: There have been 20 calls made to the police since your last meeting. From these TWO crimes have been recorded. Please be aware that with the improving weather the parish allotments will now again be getting my attention. PCSO Keith Clarke.

Mrs Leggett asked about the trees in Bakery Close. Because of the problems with local residents the two trees overhanging her property will be trimmed and the rest left as they are.

Mr Chambers asked whether the hatching proposed for the junction at Mill Road and Hall Street would be going ahead. Clerk will contact CC Ramsbotham and Steve White of NCC Highways with regard to this.

Mr Chambers reported that there was a large amount of mud on Horseshoe Lane and Tithe Barn Lane. The clerk will report this to CC Ramsbotham and Steve White of NCC Highways.

Public Forum
Minute 2016/65 refers

Mr Chambers asked about car parking provision at the Astley School with regard to the proposed extension. Cllr Jeary replied that members of the council had been to a meeting regarding parking. The Astley School will not allow cars on its premises as it does not want to be held responsible for them. NCC has agreed to double yellow lines outside the Astley School and a 20mph speed limit when the school is open.