

BRISTON PARISH COUNCIL

The Parish Office

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

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Minutes of the Annual Parish Council Meeting of Briston Parish Council held on Monday 9 May 2016 at 7pm in the Copeman Centre

Present: Cllr Fippard – chairman
Cllr P Egan
Cllr D Jeary
Cllr L Edwards
Cllr S Twiddy
Cllr R Girling
Cllr C Lakey
Cllr Miss P Whatling
Cllr Miss R Gilding
Cllr Mrs J Denton

Clerk: Mrs J English

Number		Action
2016/68	Apologies for absence Cllr Serne on holiday. Cllr Collins working. Apologies accepted.	
2016/69	Election of chairman Cllr Fippard. Proposed Cllr Girling, seconded Cllr Mrs Denton. Approved	
2016/70	Election of Vice Chairman Cllr Jeary. Proposed Cllr Girling. Seconded Cllr Lakey. Approved	
2016/71	To record declarations of interest from members on any items on the agenda Cllr Edwards finance (wife does payroll). Cllr Girling (wife allotment tenant)	
2016/72	To approve the minutes of the Parish Council meeting held on 5 April 2016 Proposed Cllr Egan, seconded Cllr Mrs Denton. Approved	
2016/73	To adjourn the meeting to allow public participation: County Councillor District Councillor SNT Representative Meeting adjourned at 7.05pm Meeting reconvened at 7.10pm	
2016/74	To discuss matters arising from the minutes of the Parish Council meeting held on 5 April 2016/66 NCC Highways has still to respond to enquiry about pond on Fakenham Road and hatching at Mill Road. Clerk to chase. 2016/63 Clerk still to write	Clerk Clerk
2016/75	To agree the appointment of members to the following committees: Allotment	

	<p>Finance & General Purpose</p> <p>Personnel</p> <p>Planning</p> <p>Allotment</p> <p>Cllr Fippard Cllr Jeary Cllr Girling Cllr Twiddy Cllr Lakey Cllr Miss Gilding</p> <p>Finance & General Purpose</p> <p>Cllr Fippard Cllr Jeary Cllr Girling Cllr Collins Cllr Serne Cllr Mrs Denton Cllr Lakey</p> <p>Personnel</p> <p>Cllr Fippard Cllr Jeary Cllr Miss Whatling Cllr Serne Cllr Edwards Cllr Egan Cllr Collins</p> <p>Planning</p> <p>Cllr Fippard Cllr Jeary Cllr Egan Cllr Miss Gilding Cllr Serne Cllr Girling Cllr Miss Whatling</p> <p>Proposed Cllr Jeary, seconded Cllr Edwards. Approved</p>	
2016/76	<p>To consider and make observations on the following planning applications and any more that may be received:</p> <p>Site for the erection of two-storey dwelling and detached garage Meadow House, Providence Place, Briston</p> <p>No objection</p> <p>Demolition of redundant agricultural buildings and replacement with modern general purpose agricultural building Holly Farm, Norwich Road, Briston</p> <p>No objection</p> <p>Decision Notices:</p> <p>29 Old Post Road, Briston, Melton Constable NR24 2NB Conversion and extension to garage to form ancillary annexe – PERMIT</p> <p>1 Vincent Close, Briston, Melton Constable, NR24 2SL Part retention and erection of 2m high boundary fence – PERMIT</p> <p>27 Mill Lane, Briston, Melton Constable NR24 2JG Erection of detached garage and creation of vehicle access with entrance gates – PERMIT</p>	
2016/77	<p>Clerk's Report</p> <p>Static caravan at 'The Lawson', Stone Road, Briston – email from Robert Alton, Planning Enforcement Officer, North Norfolk District Council</p> <p>Caravan will be gone within six months</p> <p>Highway Rangers – specific maintenance issues</p> <p>Email giving list of suitable tasks. Suggested potholes in The Lane and Church Street.</p> <p>North Norfolk Town and Parish Forum</p> <p>Parish Council would like to support and asks to be kept informed.</p>	<p>Clerk</p> <p>Clerk</p>
2016/78	<p>To discuss and approve the Grants and Loans Policy</p> <p>Clerk presented policy document. Proposed to approve by Cllr Fippard, seconded Cllr Mrs Denton. Approved</p>	
2016/79	<p>To discuss proposal from Melton Constable Parish Council to provide a play area for young children on the open space behind the Chinese takeaway on the Fakenham Road</p>	

	<p>After discussion Cllr Fippard proposed that he and Cllr Edwards meet with Melton Parish Council to discuss this further. He also proposed that nearby residents be asked for their opinions of this scheme. Seconded Cllr Edwards. Approved Clerk to look at transfer documents from Lomax Homes.</p>	<p>Cllr Fippard Clerk</p>																									
2016/80	<p>To discuss email from Iain Temperton, Norfolk County Council with regard to speed limited stickers for bins It was agreed that this scheme was not suitable for Briston.</p>																										
2016/81	<p>To discuss request from Mrs Nockels, 1 Old Post Road, that the Parish Council repair their fence Cllr Mrs Denton proposed and Cllr Jeary seconded that the Council write to Mrs Nockels saying that it could not pay for repair of the fence as it was not liable for the damage done. Approved</p>	<p>Clerk</p>																									
2016/82	<p>To accept the Internal Audit Report 2015/2016 – prepared by Auditing Solutions Cllr Mrs Denton presented the report. Cllr Fippard proposed and Cllr Mrs Denton seconded that Mrs English, Cllr Mrs Denton and Cllr Fippard sort out and reply to all pointed queried in the report and that the report be accepted. Approved</p>	<p>Cllrs Fippard/ Mrs Denton and Clerk</p>																									
2016/83	<p>To discuss a request for funding from Briston Wanderers FC It was agreed to defer this item as the Clerk has written a grant application for Briston Wanderers FC to the NNDC Big Society.</p>																										
2016/84	<p>To discuss and approve further training on the RBS accounts software package for the clerk and internal monitoring officer Cllr Girling proposed and Cllr Fippard seconded that this go ahead.</p>																										
2016/85	<p>To discuss and approve purchase of allotment package from RBS It was agreed to defer this to allow the Clerk to research the Allotment Society to see if they offer any packages.</p>	<p>Clerk</p>																									
2016/86	<p>To discuss donation from Grays Fair and where it should be spent Cllr Miss Whatling and Cllr Fippard proposed that this donation should go to the refurbishment of the Recreation Ground. Approved</p>																										
2016/87	<p>To discuss and approve the grass cutting contract for Vincent Close Cllr Miss Whatling proposed and Cllr Mrs Denton seconded that this be approved. Approved</p>																										
2016/88	<p>To discuss electricity prices from Energyobserve and to consider swapping to them It was agreed to ask Energyobserve to supply electricity suppliers for the Village Green, the Bowls Club and street lighting. Proposed by Cllr Egan, seconded Cllr Mrs Denton. Approved</p>																										
2016/89	<p>To discuss and approve the financial statement for April and the payments for May and end of year financial matters Cllr Fippard proposed that the above be approved. Seconded Cllr Mrs Denton. Approved</p> <p>Bank Statement</p> <table border="1"> <thead> <tr> <th>Date</th> <th></th> <th>Money out £</th> <th>Money in £</th> <th>Balance £</th> </tr> </thead> <tbody> <tr> <td>31 Mar</td> <td>Start balance</td> <td></td> <td></td> <td>21,404.80</td> </tr> <tr> <td>1 Apr</td> <td>D/D E.on</td> <td>61.00</td> <td></td> <td>21,343.80</td> </tr> <tr> <td>4 Apr</td> <td>Cheque 101882 HMRC</td> <td>479.60</td> <td></td> <td>20,864.20</td> </tr> <tr> <td>7 Apr</td> <td>D/D Plusnet</td> <td>32.76</td> <td></td> <td>20,831.44</td> </tr> </tbody> </table>	Date		Money out £	Money in £	Balance £	31 Mar	Start balance			21,404.80	1 Apr	D/D E.on	61.00		21,343.80	4 Apr	Cheque 101882 HMRC	479.60		20,864.20	7 Apr	D/D Plusnet	32.76		20,831.44	
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11 Apr	D/D E.on	233.66		20,597.78
18 Apr	Cheque 101885 'No camping' sign	20.34		20,577.44
19 Apr	Cheque 101884 Anglian Water – Stone Road	17.59		20,559.85
19 Apr	Cheque 101888 R Twiddy – petrol	10.29		20,549.56
20 Apr	Cheque 101886 NALC Subs	374.63		20,174.93
20 Apr	Cheque 101887 T T Jones Street lighting	191.36		19,983.57
20 Apr	AFTS receipt from Hayes & Storr re loan		14,713.72	34,697.29
22 Apr	Transfer from Surveyors for PVA array		5,000.00	39,697.29
28 Apr	S/O Mr R Twiddy – salary	231.31		39,465.98
28 Apr	S/O Mrs J English – salary	442.03		39,023.95
29 Apr	Cheque 101889 Cookes PV array	35,835.24		3,188.71
29 Apr	Direct credit NNDC Precept		18,484.00	21,672.71
29 Apr	Donation from Pop up Restaurant		458.80	22,131.51
29 Apr	Donation from Grays Fair and one allotment rent		145.00	22,276.51
29 Apr	Balance carried forward			22,276.51
	Total payments/receipts	37,929.81	38,801.52	

Payments

Cartridge Save	
2 x ink jet cartridges	£ 81.90
Kevin Batch	
Church yard cutting 2015	
Original cheque lost	£ 115.00
Mrs M-A Edwards	
Payroll for February and March	£ 30.00
Blyth & Wright	
Monthly statement	£ 26.16
Mrs J English	
Repayment for litter picker	£ 19.78
Auditing Solutions	
Internal audit service for 2015/2016	£ 492.00
Cookes Renewables	
PV installation (cheque paid on 25.4.16)	£35,835.24

	<p>Mr R Twiddy S/O – salary £ 230.91</p> <p>Mrs J English S/O – salary £ 457.43</p> <p>Plusnet D/D £ 33.02</p> <p>Broadband and telephone</p> <p>E-on D/D</p> <p>Street Lighting £ 226.22</p> <p>Money in</p> <p>NNDC</p> <p>First half of precept and grant £18,484.00</p>	
2016/90	<p>To adjourn the meeting to allow public participation</p> <p>Meeting adjourned at 8.17</p> <p>Meeting reconvened at 8.25</p>	
2016/91	<p>To discuss any other business</p> <p>Cllr Egan asked the clerk about the training course he wanted to go on. She said that she hadn't heard from NALC and would chase.</p> <p>Cllr Egan asked about the safety of the pond at the corner of Church Street and Fakenham Road and suggested there should be a fence round it and not just in the front as at present. Cllr Jeary said that more fencing was not feasible as this would pose a safety threat if people got into the pond and then could not get out due to the fencing.</p> <p>It was reported that rubbish had been deposited on plot number 8A on the Poors Allotments. Cllr Girling will look into this.</p>	<p>Clerk</p> <p>Cllr Girling</p>
2016/92	<p>To receive items for the next agenda</p> <p>Blocked drain in Horseshoe Lane.</p> <p>White lines at Hillside – Cllr Edwards</p>	
2016/93	<p>Date of next parish council meeting – Monday 6 June 2016 at 7pm in the Copeman Centre</p> <p>The meeting closed at 8.38pm</p>	

Signed:



Dated: 6 June 2016

Public Forum
Minute 2016/73 refers

County Councillor David Ramsbotham sent his apologies

District Councillor Jenny English reported:

Democratic Services at NNDC had won third place in the 'Civic Team of the Year' awards.

Capital budget of £630,000 was approved to compulsory purchase long-term empty properties

Big Society fund will continue at its current level of funding (£225,000) for another year

Devolution is still being discussed. Nobody wants a mayor except the government.

SNT Representative Keith Clarke sent his apologies and the following report:

Since your last meeting there have been 38 calls to the police from the Briston area. From these two crimes have been recorded. One being an assault the other being a person being in possession of cannabis.

Public Forum
Minute 2016/90 refers

Pauline Whatling said that Frogmoor Farm had complained of very slow broadband speeds and wondered if anything could be done. Joan Denton said that it may be worth enquiring into the WiSpire scheme.