

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 a meeting of Briston Parish Council held on Monday 7 November 2016 at 7pm in the Copeman Centre, Briston

Present: Cllr Neil Fippard Chairman
Cllr Duncan Jeary Vice Chairman
Cllr Mrs Joan Denton
Cllr Les Edwards
Cllr Simon Twiddy
Cllr Patrick Egan
Cllr Tony Serne
Cllr Miss Pauline Whatling
Cllr Ms Rosie Gilding
Cllr Terry Girling
Cllr Chris Lakey
Cllr Martin Collins

Clerk Mrs Jenny English

Number		Action
2016/81	To receive apologies for absence None. All members present.	
2016/82	To record declarations of interest from members on any items on the agenda None	
2016/83	To approve the minutes of the Parish Council meeting held on 3 October 2016 With some minor alterations and the discrepancy between the figure of the clerk's salary on the bank statement and the payments (which will be investigated) Cllr Serne proposed that the minutes be approved. Seconded by Cllr Fippard. Approved	
2016/84	To adjourn meeting to allow public participation: County Councillor District Councillor SNT Representative The meeting adjourned at 7.12pm The meeting reconvened at 7.21pm	
2016/85	To discuss matters arising from the minutes of the Parish Council meeting held on 3 October 2016/61. Planning for vacant land between 35 and 37 Fakenham Road. Clerk said this had been deferred so that NCC Highways could investigate parking. She had been told that it would go to the Committee in November but had heard nothing from NNDC.	
2016/86	To consider and make observations on the following planning applications and any more that may be received:	

	<p>Variation of condition 3 of planning application PF/12/0693 to provide new vehicular and pedestrian access gate Dalizan, 23 The Lane, Briston, Melton Constable, Norfolk NR24 2AD No objection or comment Decision Notice: Wayside, Craymere Road, Briston NR24 2LS Erection of two-storey detached replacement dwelling – Permit Innisfree, Providence Place, Briston, Melton Constable NR24 2HZ Non-material amendment to reverse the slope of the garage eaves - Approve</p> <p>The clerk reported that Mrs Yaxley had copied her into an email she sent to the Planning Department objecting to the amendment the Falcons had submitted for their design. The clerk had been unable to investigate this further application as the planning portal on the NNDC website was down.</p>	
2016/87	<p>To discuss and make decision for Land Registry with regard to land on the south side of Briston Road, Melton Constable with regard to an application to register the freehold of this property in the name of Georgina Kate Nolan, Jeremy Richard Eke and Jonathan Leslie Grenville Eke</p> <p>Cllr Jeary explained that this was a formality as when Grenville Eke died the documentation for this piece of land could not be found. Cllr Serne proposed that no objections be raised. Seconded by Cllr Fippard. Approved</p>	
2016/88	<p>To receive a report on the changes to planning procedure put in place by NNDC from 1 April 2017</p> <p>The clerk reported that from April 2017 NNDC Planning Department would no longer be sending out paper copies for planning applications. Everything would be done on line. Briston Parish Council would need a lap top computer and an overhead projector in order to show plans at meetings. She reported that she had an old lap top and Cllr Collins said that the Management Committee of the Briston Pavilion would lend the council its projector for the meetings. Cllr Egan said that he would help with the set up of the equipment for these meetings.</p>	
2016/89	<p>To discuss and approve proposals to produce a ‘Parish Council Update’ for publication February 2017</p> <p>The Clerk said that last year the Council had produced two Parish Council updates which were inserted in the Briston & District News. These contained articles showing people what the precept was spent on. She thought it would be a good idea to produce one to go in the February edition of the News as people would see what the Parish Council was spending money on before they got their council tax bill. Cllr Egan proposed that the clerk go ahead. Seconded Cllr Fippard Approved</p>	
2016/90	<p>To discuss and approve proposed waiting and loading/unloading restrictions on Fakenham Road (Astley Primary School)</p> <p>The Clerk said she had received an email from Norfolk County Council with regard to ‘No loading at any time’ signs along the Fakenham Road. She had forwarded the information to councillors before the meeting. Cllr Fippard proposed that the proposal be approved. Cllr Girling seconded. Approved</p>	
2016/91	<p>Clerks Report: White lines – Providence Place</p> <p>Clerk asked Cllr Egan for an update. He reported that NCC had inspected the site last Monday.</p>	

	<p>Double Yellow lines – Church Street The Clerk reported that further to a request from several parishioners she had contacted NCC Highways about this. It was reported that there had already been a meeting with regard to this and a white T-bar was being painted on the road by the Co-op.</p> <p>Dogs mess – Village Green The Clerk reported that she had requests that something be done about the amount of dogs mess on the village green near the footpath to Mill Lane. She will ask the Ron Twiddy, the village handyman to look into this.</p> <p>Remembrance Sunday Service – Sunday 13 November 11am The Clerk reminded members about the above service. Mr Dowsett the bugler will be playing and the wreaths and crosses have been delivered.</p> <p>Insurance The Clerk reported that she had been in touch with Came and Company with regard to insuring the new adult gym equipment. It had been organised and although there was a small additional cost to the premium it would not be collected until the renewal of the premium next year.</p>	
2016/92	<p>To discuss and reply to The Planning Inspectorate with regard to the Hornsea Project Three Offshore Wind Farm After discussion Cllr Serne proposed that the Clerk write to the Hornsea Project asking why the search area is in Norfolk as the wind farm is off Grimsby. Seconded Cllr Fippard. Approved</p>	Clerk
2016/93	<p>To discuss and reply to the Payphone Removal Consultation Cllr Jeary proposed that the Parish Council agree to the removal of the two boxes (Hall Street and Woodfield Estate) as there is none of very little usage. Seconded Cllr Miss Whatling. Approved</p>	
2016/94	<p>To agree to sign off the precept form for 2017/18 from NNDC Proposed agreed and sign off by Cllr Jeary, seconded Cllr Mrs Denton. Approved</p>	
2016/95	<p>To discuss problems of parking on the car park in Old Post Road. Please note two letters have been received from parishioners who have concerns about the congestion on this car park and potential damage to surrounding grass verges The Clerk said that she had received two emails from parishioners complaining about overcrowding in the car park. In order to clarify ownership of the car park and usage she had been in touch with Butcher Andrews who had sent her a copy of the Land Registry document which showed that the open space in Bakery Close and the car park in Old Post Road had been transferred to Briston Parish Council. Therefore Briston Parish Council was the sole owner of the car park. It also showed that this land could only be used as a car park. There was much discussion during which Cllr Jeary said that he thought there were three options: do nothing, do something or shut the car park off. Cllr Girling suggested that a permit system could be introduced. Cllr Jeary then proposed that although the car park was crowded at the moment people were not parking on the grass or pavement nothing be done at present. Seconded by Cllr Whatling. Approved</p>	
2016/96	<p>To discuss and approve a request from Mr Brian Cottrell for cars to be parked on the village green on 11 June 2017 for his tractor run event The Clerk explained that Mr Cottrell was celebrating his 80th birthday by organising a run for 80 tractors on the recreation ground. Other attractions were planned and he was asking for permission for visitors to the event to park on the village green. Cllr Serne proposed that</p>	

	permission be given. Seconded by Cllr Jeary. Approved																																																													
2016/97	<p>To discuss an offer from the Highway Rangers to come and do various small highway works around Briston</p> <p>It was agreed to ask the Highway Rangers to look at the following: Pothole junction of Hillside and the Fakenham Road Pothole The Lanes outside Aldalyn Potholes junction Church Street outside numbers 37 and 39 Briston sign in Hall Street 30mph sign outside 132 Hall Street which is covered in red paint Briston sign on the Fakenham Road at the Briston/Melton Constable border. Two footpaths (details from Rose Hayward).</p>	Clerk																																																												
2016/98	<p>To discuss and approve purchase of a replacement light at the junction of Providence Place/Edgefield Road</p> <p>Proposed purchase by Cllr Edwards, seconded Cllr Twiddy. Approved</p>	Clerk																																																												
2016/99	<p>To discuss and agree payment for wreaths and crosses from British Legion</p> <p>Cllr Serne proposed £75. Seconded Cllr Girling. Approved</p>																																																													
2016/100	<p>To discuss and approve payment to Structure Flex for signs for Plantation Hill allotments and the 'Queen' roundels for the village sign.</p> <p>Proposed to approve payment by Cllr Fippard. Seconded Cllr Girling. Approved</p>																																																													
2016/101	<p>To receive a report from the Copeman Centre</p> <p>Cllr Fippard reported including a financial update, work to be carried out and bookings.</p>																																																													
2016/102	<p>To discuss and approve the bank statement for October and the payments for November</p> <p>Bank Statement 30 Sep-28 Oct 2016</p> <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>30 Sep</td> <td>Start balance</td> <td></td> <td></td> <td>20,273.98</td> </tr> <tr> <td>30 Sep</td> <td>Direct credit NNDC (precept)</td> <td></td> <td>18,483.00</td> <td>38,756.98</td> </tr> <tr> <td>3 Oct</td> <td>D/D E.on</td> <td>55.00</td> <td></td> <td>38,701.98</td> </tr> <tr> <td>7 Oct</td> <td>D/D Plusnet</td> <td>29.58</td> <td></td> <td>38,672.40</td> </tr> <tr> <td>12 Oct</td> <td>Cheque 101928 Norse grass cutting</td> <td>2,726.67</td> <td></td> <td>35,945.73</td> </tr> <tr> <td>12 Oct</td> <td>Cheque 101930 SSE Street lighting</td> <td>229.57</td> <td></td> <td></td> </tr> <tr> <td>13 Oct</td> <td>Cheque 101929 TT Jones maintenance</td> <td>162.06</td> <td></td> <td>35,554.10</td> </tr> <tr> <td>13 Oct</td> <td>Cheque 101931 HMRC – PAYE</td> <td>435.60</td> <td></td> <td>35,118.50</td> </tr> <tr> <td>14 Oct</td> <td>Cheque 101925 Cartridge Save toner</td> <td>85.00</td> <td></td> <td>35,033.50</td> </tr> <tr> <td>18 Oct</td> <td>Cheque 101924 Office rent – to Higginbottom</td> <td>330.00</td> <td></td> <td>34,703.50</td> </tr> <tr> <td>18 Oct</td> <td>Cheque 101926 Anglian Water – Stone Road</td> <td>18.24</td> <td></td> <td>34,685.26</td> </tr> </tbody> </table>	Date	Description	Money out £	Money in £	Balance £	30 Sep	Start balance			20,273.98	30 Sep	Direct credit NNDC (precept)		18,483.00	38,756.98	3 Oct	D/D E.on	55.00		38,701.98	7 Oct	D/D Plusnet	29.58		38,672.40	12 Oct	Cheque 101928 Norse grass cutting	2,726.67		35,945.73	12 Oct	Cheque 101930 SSE Street lighting	229.57			13 Oct	Cheque 101929 TT Jones maintenance	162.06		35,554.10	13 Oct	Cheque 101931 HMRC – PAYE	435.60		35,118.50	14 Oct	Cheque 101925 Cartridge Save toner	85.00		35,033.50	18 Oct	Cheque 101924 Office rent – to Higginbottom	330.00		34,703.50	18 Oct	Cheque 101926 Anglian Water – Stone Road	18.24		34,685.26	
Date	Description	Money out £	Money in £	Balance £																																																										
30 Sep	Start balance			20,273.98																																																										
30 Sep	Direct credit NNDC (precept)		18,483.00	38,756.98																																																										
3 Oct	D/D E.on	55.00		38,701.98																																																										
7 Oct	D/D Plusnet	29.58		38,672.40																																																										
12 Oct	Cheque 101928 Norse grass cutting	2,726.67		35,945.73																																																										
12 Oct	Cheque 101930 SSE Street lighting	229.57																																																												
13 Oct	Cheque 101929 TT Jones maintenance	162.06		35,554.10																																																										
13 Oct	Cheque 101931 HMRC – PAYE	435.60		35,118.50																																																										
14 Oct	Cheque 101925 Cartridge Save toner	85.00		35,033.50																																																										
18 Oct	Cheque 101924 Office rent – to Higginbottom	330.00		34,703.50																																																										
18 Oct	Cheque 101926 Anglian Water – Stone Road	18.24		34,685.26																																																										

	18 Oct	Deposit – Grant SAM2		1,619.50	36,304.76	
	20 Oct	Cheque 101927 J English repayment	114.98		36,189.78	
	26 Oct	Cheque 101932 Wyer heating Pavilion	9,397.78		26,792.00	
	26 Oct	D/D 1&1 Internet	5.99		26,786.01	
	27 Oct	Cheque 101921 J Woodhouse – wood for bench repair	108.00		26,678.01	
	28 Oct	D/D Axis – Kiosk	41.07		26,636.94	
	28 Oct	S/O Mr R Twiddy Salary	231.31		26,405.63	
	28 Oct	S/O Mrs J English Salary	442.03		25,963.60	
	28 Oct	Balance carried forward			25,963.60	
		Total payments/receipts	14,412.88	20,102.50		
	Payments for November 2016 Blyth & Wright (monthly statement) £32.42 Andrew Benn (computer maintenance) £40.00 SSE (electricity for street lighting – please note this is for September and October) £452.36 T T Jones Electrical (maintenance) £268.06 Mazars (audit fee) £360.00 Westcotec (payment for SAM2) £3,886.80 Viking (printer payment) £27.46 NGF Play Ltd (final payment for adult gym equipment) £6,969.48 Royal British Legion (wreaths and crosses) £75.00 Repayment to Mrs J English £395.99 (Microsoft Office Professional 2016 £389.99) (fuel for strimmer) £6) Structure-flex (signage including village sign) £180.00 R Twiddy – October salary S/O £231.31 J English – October salary S/O £442.03 Plusnet – Broadband and telephone D/D £30.16 Axis – electricity supply to village green D/D £12.67					
	Clerk to sort out Axis payments Cllr Fippard proposed that the bank statement be accepted and the payments made. Seconded by Cllr Collins. Approved					Clerk
2016/103	To adjourn the meeting to allow public participation					
	The meeting adjourned at 8.25pm					
	Meeting reconvened at 8.35pm					
2016/104	To discuss any other business (please note this item is for discussion only. Nothing can be approved under this item)					
	Cllr Mrs Denton said that there was a proposal from Central Government to move Briston into Broadland and Aylsham into North Norfolk. This was part of the recent Boundary Changes proposals. She was vehemently against this and urged other councillors to go to the website and leave a comment.					
	The clerk will contact Oliver Husar to get the tree work done in Bakery					

	Close further to a meeting with Norse who said that these trees are now a health and safety concern.	
2016/105	To receive items for the next agenda None	
2016/106	Date of next parish council meeting – Monday 5 December 2016 Dates of committee meetings – Monday 21 November 2016 There will be a separate date (to be confirmed) for the Personnel Committee.	
	The meeting closed at 8.45	



Signed:

Dated: 5 December 2016

Public Forum
Minute 2016/84 refers

Three members of the public present.

County Councillor David Ramsbotham send his apologies

District Councillor Mrs Jenny English said that she wished to congratulate the Parish Council and BRSA on a superb bonfire and firework display on Friday 4 November. She was most impressed with the smooth organisation especially as she estimated that around 500 people attended the event. She especially thanked Chris Lakey, Andrew Graves and Luke for building such a spectacular bonfire and Martin Collins for the dazzling firework display. She also mentioned the star of the bucket collectors, Tracey Twiddy who collected around £300.

Mrs English also said that NNDC were offering free parking in all its car parks for Remembrance Day on Sunday 13 November.

Beat Manager Graham Gower-Smith reported that there had been 13 calls to the Police during the month resulting in one crime. Two drunken children had been reported hanging round the back of the Briston Pavilion on Youth Club nights. These were not members of the Youth Club. Children had been reported setting fire to hedges and straw bales.

SNT priorities include the problem of children hanging round the Briston Pavilion on Youth Club nights. These children do not go into the youth club.

Parking outside the Co-op in Church Street. SNT had a meeting with residents. No problems here had been reported to the SNT. If any problems do arise from traffic he asked people to report them to 101. A white T-bar would be installed outside the Co-op.

Public Forum
Minute 2016/103 refers

Pond on the corner of Church Street and the Fakenham Road. There was some discussion about ownership and permission given for NCC Highways Department to discharge surface water into the pond. Patrick Egan will investigate with Norfolk NCC Highways Department to see if any permission was ever given to it.

Pauline Whatling asked that the Spinney be cut once a year in the Autumn as the Gardening Club had planted various plants up there and were concerned that if it was cut in the Spring these would be killed.

Concerns were raised about the condition of the bungalow on the corner of Woodfield and The Lane, which has been unoccupied for some years. Jenny English will write to the Enforcement Officer at NNDC about this.