

# BRISTON PARISH COUNCIL

The Parish Office

Recreation Ground, Stone Beck Lane,

Briston, Melton Constable NR24 2PS

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Minutes of a meeting of Briston Parish Council held on Monday 3 October 2016 at 7pm in the Copeman Centre, Briston

Present: Cllr Neil Fippard Chairman  
Cllr Duncan Jeary  
Cllr Mrs Joan Denton  
Cllr Chris Lakey  
Cllr Terry Girling  
Cllr Martin Collins  
Cllr Patrick Egan

Clerk: Mrs Jenny English

Number		Action
2016/57	<b>To receive apologies for absence</b> Apologies were received from Cllr Serne, who is on holiday, Cllrs Ms Girling and Twiddy, work commitments, Cllr Miss Whatling, prior meeting and Cllr Edwards, prior engagement. All were accepted.	
2016/58	<b>To record declarations of interest from members on any items on the agenda</b> None	
2016/59	<b>To approve the minutes of the Parish Council meeting held on 5 September 2016</b> Proposed by Cllr Girling, seconded by Cllr Mrs Denton.	<b>Approved</b>
2016/60	<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 7.05pm Meeting reconvened at 7.10pm	
2016/61	<b>To discuss matters arising from the minutes of the Parish Council meeting held on 5 September</b> The clerk confirmed that the planning application for a vacant piece of land between numbers 35 and 37 Fakenham Road had been deferred owing to more investigations being carried out by NCC Highways. It was confirmed that all advertising for the bonfire on the recreation ground will say that it is being organised by Briston Parish Council in order to comply with insurance requirements.	
2016/62	<b>To consider and make observations on the following planning applications and any more that may be received:</b> <b>Prior approval for proposed change of use of redundant piggery building to three dwellings (C3)</b> <b>Brambles Farm, Thurning Road, Briston, Melton Constable NR24 2JW</b> Agreed to support the application	

	<p><b>Erection of front extension to bakery</b>  <b>26 Church Street, Briston, Melton Constable, NR24 2LE</b>  Agreed to support the application</p> <p><b>Notice of Decision – Boundary Farm, Reepham Road, Briston NR24 2JN</b>  <b>Conversion of agricultural building to two units of holiday accommodation –Permit</b></p> <p><b>Notice of Decision – The Field, Briston, Melton Constable NR24 2LS</b>  <b>Erection of stable bloke and store - Permit</b>  <b>128 Hall Street, Briston, Melton Constable NR24 2LQ</b>  <b>Erection of single-storey side extension – Permit</b></p>	
2016/63	<p><b>To discuss and approve request from Briston Players to erect signage advertising pantomime in December</b>  Cllr Fippard proposed that this request be approved, seconded Cllr Egan.  <b>Approved</b></p>	
2016/64	<p><b>To discuss and come up with proposals for providing children’s play equipment on the Plantation Hill Estate</b>  The clerk confirmed that she had written to Melton Constable Parish Council thanking them for their offer of play equipment but refusing it.  Cllr Mrs Denton said that the money from section 106 could be used to fund this. It was agreed to find the money first and then agree on equipment to be purchased.</p>	
2016/65	<p><b>To discuss and propose response to Precept Consultation document</b>  Cllr Mrs Denton proposed that the Council respond opposing. Seconded by Cllr Collins.  <b>Approved</b></p>	Clerk
2016/66	<p><b>To discuss and approve Precept for 2017/2018</b>  Cllr Girling queried the £3,500 yearly spend to upgrade the street lighting over the next five years. Cllr Egan responded that he had done a straw poll of residents and people want the Parish Council to do more for the village to improve it.  Cllr Fippard proposed that the Precept for 2017/2018 of £44,163 (this figure includes any grant that may be available and £3,500 for replacement street lighting) be approved. Seconded by Cllr Jeary.  <b>Approved</b>  One against</p>	
2016/67	<p><b>To discuss and approve staff salary increases</b>  The clerk asked for this item to be deferred to the next meeting of the Personnel Committee as she wished to investigate salary levels through SLCC and the government Green Book. Agreed</p>	
2016/68	<p><b>To discuss and approve purchase of Office Professional</b>  Cllr Fippard proposed that this purchase be approved. Seconded by Cllr Egan.  <b>Approved</b></p>	Clerk
2016/69	<p><b>To discuss and approve purchase of Xerox WorkCentre 3225 Monochrome Multifunction Printer</b>  Cllr Egan said that this was an excellent idea but proposed that this item be deferred so that the clerk could investigate a similar printer but a colour version.</p>	Clerk
2016/70	<p><b>To discuss and approve plan of action for trees in Bakery Close</b>  The clerk reported that she had applied to NNDC to be allowed to cut the two beech trees down, at the end of Bakery Close. A reply was expected in early November and if permission was granted she would contact a contractor to get the work done. Cllr Jeary proposed that this work be carried out as soon as the approval comes in as it is urgent. Seconded Cllr Mrs Denton.  <b>Approved</b></p>	Clerk
2016/71	<p><b>To receive a report from the Copeman Centre including a report on the</b></p>	

	<b>beech tree – Cllr Fippard</b> Cllr Fippard presented a report of the committee meeting held on 30 August 2016. He also reported that the committee was waiting for a tree inspection report on the Beech tree as it was worried about the condition of it.																																																																																											
<b>2016/72</b>	<b>To receive a report from the meeting of the Allotment Committee held on 19 September – Cllr Girling</b> Cllr Girling gave a report based on the minutes.																																																																																											
<b>2016/73</b>	<b>To receive a report from the meeting of the F&amp;GP Committee held on 19 September - Cllr Fippard</b> Cllr Fippard gave a report based on the minutes.																																																																																											
<b>2016/74</b>	<b>To receive a report on electricity for street lighting</b> The clerk presented various documents from the Parish Council’s electricity supplier. Chairman, Cllr Fippard took them away to investigate	Cllr Fippard																																																																																										
<b>2016/75</b>	<b>To discuss maintenance of the Spinney</b> Cllr Mrs Denton proposed that the current policy of cutting it back twice a year continue. Seconded by Cllr Fippard. <b>Approved</b>																																																																																											
<b>2016/76</b>	<b>To discuss and approve the financial statement for September and the payments for October</b>  Bank Statement between 07/09/2016 and 03/10/2016  <table border="1"> <thead> <tr> <th>Date 2016</th> <th>Description</th> <th>Money in £</th> <th>Money Out £</th> <th>Balance £</th> </tr> </thead> <tbody> <tr> <td>03/10</td> <td>E.on</td> <td></td> <td>55.00</td> <td>38,701.98</td> </tr> <tr> <td>30/09</td> <td>NNDC BGC</td> <td>18,483.00</td> <td></td> <td>38,756.98</td> </tr> <tr> <td>29/09</td> <td>101923 – NFG Play</td> <td></td> <td>2,936.52</td> <td>20,273.98</td> </tr> <tr> <td>28/09</td> <td>Mrs J English salary</td> <td></td> <td>442.03</td> <td>23,210.50</td> </tr> <tr> <td>28/09</td> <td>Mr R Twiddy salary</td> <td></td> <td>231.31</td> <td>23,652.53</td> </tr> <tr> <td>28/09</td> <td>101920 – O Husar</td> <td></td> <td>180.00</td> <td>23,883.84</td> </tr> <tr> <td>27/09</td> <td>1&amp;1 Internet</td> <td></td> <td>5.99</td> <td>24,063.84</td> </tr> <tr> <td>21/09/</td> <td>101918 Clearview Pest Control</td> <td></td> <td>75.00</td> <td>24,069.83</td> </tr> <tr> <td>21/09</td> <td>101917 Rialtas: training</td> <td></td> <td>718.56</td> <td>24,144.83</td> </tr> <tr> <td>21/09</td> <td>101914 Mrs Edwards</td> <td></td> <td>30.00</td> <td>24,863.39</td> </tr> <tr> <td>20/09</td> <td>NNDC BGC</td> <td>7,831.48</td> <td></td> <td>24,893.39</td> </tr> <tr> <td>19/09</td> <td>101916 Litter bin</td> <td></td> <td>394.80</td> <td>17,061.91</td> </tr> <tr> <td>15/09</td> <td>101919 Norse</td> <td></td> <td>2726.69</td> <td>17,456.71</td> </tr> <tr> <td>14/09</td> <td>101922 SSE Street lighting</td> <td></td> <td>318.41</td> <td>20,183.40</td> </tr> <tr> <td>14/09</td> <td>101915 Viking bin liners</td> <td></td> <td>89.93</td> <td>20,501.81</td> </tr> <tr> <td>14/09</td> <td>101913 Blyth &amp; Wright</td> <td></td> <td>32.35</td> <td>20,591.74</td> </tr> <tr> <td>07/09</td> <td>PNET1186139-2 Plus Net</td> <td></td> <td>30.60</td> <td>20,624.09</td> </tr> </tbody> </table> Payments  NGF Play (deposit on adult fitness equipment – Retrospective 19/9/2016) £2,936.52 Higginbottom Management Committee £ 330.00 Rent for parish office – 1 April to 30 September Cartridge Save – toner cartridges £ 85.00 Anglian Water – Stone Road £ 18.24 Repayment to J English – memory sticks £ 59.98  Repayment to J English – postage stamps £ 55.00	Date 2016	Description	Money in £	Money Out £	Balance £	03/10	E.on		55.00	38,701.98	30/09	NNDC BGC	18,483.00		38,756.98	29/09	101923 – NFG Play		2,936.52	20,273.98	28/09	Mrs J English salary		442.03	23,210.50	28/09	Mr R Twiddy salary		231.31	23,652.53	28/09	101920 – O Husar		180.00	23,883.84	27/09	1&1 Internet		5.99	24,063.84	21/09/	101918 Clearview Pest Control		75.00	24,069.83	21/09	101917 Rialtas: training		718.56	24,144.83	21/09	101914 Mrs Edwards		30.00	24,863.39	20/09	NNDC BGC	7,831.48		24,893.39	19/09	101916 Litter bin		394.80	17,061.91	15/09	101919 Norse		2726.69	17,456.71	14/09	101922 SSE Street lighting		318.41	20,183.40	14/09	101915 Viking bin liners		89.93	20,501.81	14/09	101913 Blyth & Wright		32.35	20,591.74	07/09	PNET1186139-2 Plus Net		30.60	20,624.09	
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	<p>Norse – Grounds maintenance – Recreation Ground      £ 1,054.55  Norse – Grounds maintenance – Village Green            £ 1,079.56  Norse – Grounds maintenance – Plantation Hill           £ 592.56  TT Jones Electrical Ltd – street lighting maintenance    £ 162.06  SSE – street lighting    £ 229.57  HMRC – RTI Full payment submission                        £ 833.34  J English – September salary      S/O                        £ 457.43  R Twiddy – September salary      S/O                        £ 230.71  Plusnet – D/D    £ 29.58</p> <p>Cllr Fippard proposed that the statement be accepted and the payments made. Seconded by Cllr Egan. <span style="float: right;"><b>Approved</b></span></p>	
<b>2016/77</b>	<b>To adjourn the meeting to allow public participation</b> Meeting adjourned at 8.04pm Meeting reconvened at 8.05pm	
<b>2016/78</b>	<b>To discuss any other business (please note this item is for discussion only. Nothing can be approved under this item)</b> Street light at the junction of Providence Place and Edgefield Road is not working. Hedge along Pack Lane and down Mill Road from Horseshoe Lane is overgrown. Leaflets given out on the Hornsea Windfall consultation.	
<b>2016/79</b>	<b>To receive items for the next agenda</b> None	
<b>2016/80</b>	<b>Date of next parish council meeting – Monday 7 November 2016</b> <b>To discuss dates for committee meetings.</b> Personnel Committee and Finance & General Purpose Committee to meet on Monday 17 October. Personnel Committee will meet at 7pm and the Finance & General Purpose Committee at 7.30pm.	
	<b>The meeting closed at 8.12pm</b>	



Signed:

Dated: 7 November 2016

**Public Forum**  
**Item 2016/60 refers**

One members of the public present

County Councillor David Ramsbotham sent his apologies as he was on holiday.

District Councillor Jenny English gave the following report:

Combined Enforcement Team established to carry out Planning Enforcement and Council Tax Enforcement.  
Council leader Tom Fitzpatrick will be appointing an interim Head of Paid Service and Returning Officer and Section 152 Officer when they become vacant.

Hootz House in Pensthorpe won the 2016 Graham Allen Award for its exceptional design and contribution to the build environment.

6,000 people visited Green build over the weekend of 10 and 11 September.

No SNT representative was present but Beat Manager, Graham Gower-Smith sent the following report:

29 calls to the police via the 99 or 101 system

7 crimes reported, these include assaults and criminal damage but most relate to one family

Missing person Katrina Rolph

Duncan Jeary reported that the body of Katrina Rolph had been found.

**Public Forum**  
**Item 2016/77**

There were no comments from the public present.