

BRISTON PARISH COUNCIL

The Parish Office

Recreation Ground, Stone Beck Lane,

Briston, Melton Constable NR24 2PS

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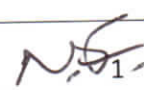
Minutes of the meeting of Briston Parish Council held on Monday 5 June 2017 at 7pm in the Copeman Centre, Briston

Present: Cllr Neil Fippard Chairman
Cllr Duncan Jeary Vice Chairman
Cllr Rosie Miss Gilding
Cllr Pauline Miss Whatling
Cllr Joan Mrs Denton
Cllr Les Edwards
Cllr Patrick Egan
Cllr Tony Serne

Clerk Mrs Jenny English

Number		Action
2017/78	Apologies for absence Cllrs Girling, Twiddy and Lakey. Work commitments	
2017/79	To record declarations of interest from members on any items on the agenda	
2017/80	To record declarations of interest from members on any items on the agenda Cllr Edwards – wife does pay roll.	
2017/81	To approve the minutes of the Annual Parish Council meeting held on 8 May 2017 Proposed Cllr Serne, seconded Cllr Miss Gilding. Approved	
2017/82	To adjourn the meeting to allow public participation: County Councillor District Councillor SNT Representative Meeting adjourned at 7.04pm Meeting reconvened at 7.23pm	
2017/83	To discuss matters arising from the minutes of the Parish Council held on 8 May 2017 Cllr Serne said that he thought that the trees in Bakery Close looked very good. Cllr Mrs Denton reported that the Briston Players would contribute towards the plaque for Mrs Claire Carter. Cllr Fippard will liaise with the Copeman Centre over the provision of the plaque. Paul Minns has cleared the pond on the Pools Allotments	
2017/84	To consider and make observations on the following planning applications and any more that may be received: Part demolition of agricultural barn and extension The Annexe At, Pine View, Gloucester Place, Briston, Melton Constable, NR24 2LD Unit 10, Marriott Way, Melton Constable NR24 2BT Retention of mobile building for security purposes (retrospective). The Annexe At. No objection	

These minutes are unconfirmed until approved by Briston Parish Council

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	<p>Unit 10, Marriott Way. No objection</p> <p>Decision Notices:</p> <p>4 Seven Acre Farm – Rear extension to existing amenity block to form daycare treatment facilities. Permit</p> <p>44 The Lane, Erection of two storey extension to rear, insertion of first floor side elevation windows and erection of chimney stack. Refuse – scheme would detrimentally impact on neighbouring properties, loss of daylight, loss of properties.</p> <p>The Old Chapel, The Lane – Replacement of existing windows – Consent</p>	
2017/85	<p>To discuss and approve the Internal Audit Report 2016-17 prepared by Stephen Christopher for Auditing Solutions Ltd</p> <p>Proposed for approval by Cllr Edwards, seconded Cllr Mrs Denton. Approved</p>	
2017/86	<p>To discuss actions which can be taken to alleviate the problem of parking outside the Co-op store in Church Street</p> <p>Further to the conversation in the public part of the meeting Cllr Edwards proposed that the clerk be asked to write to NCC Highways to arrange a meeting to discuss this problem especially in relation to cars parked near the post box and opposite the entrance to the shop. Seconded Cllr Egan.</p> <p>Approved</p>	Clerk
2017/87	<p>To discuss and approve a replacement signatory for the Parish Council bank accounts</p> <p>Cllr Edwards offered to be a signatory as did Cllr Serne. Cllr Fippard proposed that both become signatories. Seconded by Cllr Jeary. Approved</p>	
2017/88	<p>To discuss the closure of permissive paths on the Stody Estate and any action which can be taken – Cllr Egan</p> <p>Cllr Jeary reported that he thought that the Stody Estate would close the dog pounds but probably keep all or some of the permissive paths open.</p> <p>Cllr Egan would like to meet with a representative from the Stody Estate to discuss this.</p> <p>Cllr Edwards proposed that the clerk write to Melton Constable Parish Council to combine work on this. Seconded Cllr Egan. Approved</p> <p>It was also decided that this should be mentioned in the Parish Magazine</p>	Clerk
2017/89	<p>To discuss letter from the North Norfolk Town and Parish Forum and identify three issues as requested.</p> <p>The three issues to be mentioned:</p> <p>Play area on the open space at the back of the Chinese take away on the Fakenham Road</p> <p>Creation of footpath running down the open space at the back of the Chinese take away to the Fakenham Road</p> <p>BMX track on the Recreation Ground</p>	
2017/90	<p>To discuss and agree whether there is any building which could be submitted to the Graham Allen Awards organised by North Norfolk District Council.</p> <p>Cllr Mrs Denton proposed that the Pig Pen be submitted. Seconded Cllr Serne. Approved</p>	
2017/91	<p>To discuss and look into the possibility of moving the capital sum in the Surveyors Trust to a managed investment fund</p> <p>The clerk reported that at present the money in the Surveyors Trust (£28,4664.11) and the money in the reserve fund (£6,713.17) were being paid 0.05% interest by Barclays Bank. She had enquired with the CCLA about accounts which they operated which would pay more interest. Further to an email and a long conversation with Karen Carter the clerk proposed that this money be invested in the Public Sector Deposit Fund. This fund way paying 0.2210%. It is an instant access account and money can be paid in or out by</p>	

	<p>BACS. Cllr Fippard proposed that the money in the Surveyors Trust and the reserve fund be paid into a Public Sector Deposit Fund and the two bank accounts be closed down. Seconded by Cllr Egan.</p> <p style="text-align: right;">Approved</p>	Clerk																																																																																															
2017/92	<p>To discuss and approve the bank statement for May and the payments for June 2017</p> <p>It was proposed by Cllr Fippard and seconded by Cllr Egan that these be approved.</p> <p>It was also agreed that the private loan for the PVA array would be paid back by Standing Order over the next nine years starting in April 2018. Clerk has arranged this with Hayes + Storr and will write to Barclays Bank organising this. Payment at £1,471.40 each year.</p> <table><tr><th>Date</th><th>Description</th><th>Money out £</th><th>Money in £</th><th>Balance £</th></tr><tr><td>29 Apr</td><td>Start balance</td><td></td><td></td><td>26,151.25</td></tr><tr><td>2 May</td><td>DD E.on</td><td>71.00</td><td></td><td>26,080.25</td></tr><tr><td>3 May</td><td>Direct credit E.on</td><td></td><td>400.22</td><td>26,480.47</td></tr><tr><td>8 May</td><td>DD Plusnet</td><td>29.73</td><td></td><td>26,450.74</td></tr><tr><td>10 May</td><td>Direct credit HM Revenue & Customs</td><td></td><td>11,437.32</td><td>37,888.06</td></tr><tr><td>15 May</td><td>Cheque 101982 J English repayment stamps, etc</td><td>46.13</td><td></td><td>37,841.93</td></tr><tr><td>16 May</td><td>Cheque 101973 Wyer – electrical work Parish Office</td><td>308.00</td><td></td><td>37,533.93</td></tr><tr><td>16 May</td><td>Cheque 101974 P Minns – church yard grass cutting</td><td>327.66</td><td></td><td>37,206.27</td></tr><tr><td>17 May</td><td>Cheque 101976 HMRC PAYE</td><td>435.60</td><td></td><td>36,770.67</td></tr><tr><td>17 May</td><td>Cheque 101978 Anglian Water – Stone Rd</td><td>3.90</td><td></td><td>36,766.77</td></tr><tr><td>17 May</td><td>Cheque 101979 Blyth & Wright</td><td>22.02</td><td></td><td>36,744.75</td></tr><tr><td>17 May</td><td>Cheque 101981 SSE Street lighting</td><td>458.64</td><td></td><td>36,286.11</td></tr><tr><td>18 May</td><td>Cheque 101977 TT Jones – street light maintenance</td><td>554.17</td><td></td><td>35,731.94</td></tr><tr><td>18 May</td><td>Deposit at Barclays Cromer – donation Greys Fun Fair</td><td></td><td>100.00</td><td>35,831.94</td></tr><tr><td>23 May</td><td>Cheque 101983 Hayes + Storr. PVA loan repayment</td><td>1,471.40</td><td></td><td>34,360.54</td></tr><tr><td>24 May</td><td>Cheque 101975 Mrs M A Edwards Pay roll</td><td>75.00</td><td></td><td>34,285.54</td></tr><tr><td>26 May</td><td>DD 1&1 Internet</td><td>5.99</td><td></td><td>34,279.55</td></tr><tr><td>30 May</td><td>DD Axis for Business Village green electricity</td><td>9.85</td><td></td><td>34,269.70</td></tr></table>	Date	Description	Money out £	Money in £	Balance £	29 Apr	Start balance			26,151.25	2 May	DD E.on	71.00		26,080.25	3 May	Direct credit E.on		400.22	26,480.47	8 May	DD Plusnet	29.73		26,450.74	10 May	Direct credit HM Revenue & Customs		11,437.32	37,888.06	15 May	Cheque 101982 J English repayment stamps, etc	46.13		37,841.93	16 May	Cheque 101973 Wyer – electrical work Parish Office	308.00		37,533.93	16 May	Cheque 101974 P Minns – church yard grass cutting	327.66		37,206.27	17 May	Cheque 101976 HMRC PAYE	435.60		36,770.67	17 May	Cheque 101978 Anglian Water – Stone Rd	3.90		36,766.77	17 May	Cheque 101979 Blyth & Wright	22.02		36,744.75	17 May	Cheque 101981 SSE Street lighting	458.64		36,286.11	18 May	Cheque 101977 TT Jones – street light maintenance	554.17		35,731.94	18 May	Deposit at Barclays Cromer – donation Greys Fun Fair		100.00	35,831.94	23 May	Cheque 101983 Hayes + Storr. PVA loan repayment	1,471.40		34,360.54	24 May	Cheque 101975 Mrs M A Edwards Pay roll	75.00		34,285.54	26 May	DD 1&1 Internet	5.99		34,279.55	30 May	DD Axis for Business Village green electricity	9.85		34,269.70	
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30 May	SO Mr R Twiddy May salary	231.31		34,038.39
30 May	SO Mrs J English	457.43		33,580.96
30 May	Balance carried forward			33,580.96
	Total payments/receipts	4,507.83	11,937.54	

Payments

	£
Hayes + Storr – first instalment of repayment of PVA loan	1,471.40
Blyth & Wright – monthly statement	8.54
The National Allotment Society – subscription	66.00
Came & Company – renewal of insurance	2,845.28
Norwich Norse – tree work in Bakery Close	1,888.38
Norse Eastern Ltd – six monthly charge grounds maintenance, Plantation Hill, Recreation Ground, Village Green	2,863.00
Mrs Marie-Anne Edwards – payroll April and May	30.00
HMRC – PAYE	258.80
Mr R Twiddy – to make up shortfall in salary due to pay increase for months of April and May	119.96
Mrs J English - to make up shortfall in salary due to pay increase for months of April and May	349.54
SSE – electricity for street lighting	69.71
Paul Minns – grass cutting in churchyard and clearance of Poors allotment pond	607.66
PT Electrical Services – PAT testing in parish office	51.00
TT Jones Electrical – testing programme 2017	188.03
Mr C Mussellwhite – repayment for padlocks for SAM2	11.66
Auditing Solutions Ltd – internal audit for 2016-17	504.00
DD Plusnet – broadband and telephone	29.40
DD Axis – electricity village green	9.85
SO R Twiddy – May salary	231.31
SO J English – May salary	457.43
Total	12,060.95
Late payment SSE street lighting electricity	292.71
Income – HM Revenue & Customs – Duty/VAT repayment	11,437.32
2017/93	To adjourn the meeting for public participation`
	Meeting adjourned at 8.21pm

	Meeting reconvened at 8.29pm	
2017/94	<p>To discuss any other business (please note this item is for discussion only. Nothing can be approved under this item)</p> <p>The clerk reported that she had been contacted by a resident of Bakery Close who was concerned about the amount of dog mess on the green area. Mr Twiddy will spray round and an article will go in parish magazine.</p>	
2017/95	<p>To receive items for the next agenda</p> <p>None received</p>	
2017/95	The next scheduled meeting of the Briston Parish Council is Monday 3 July 2017	
	The meeting closed at 8.40pm	

Signed:



Dated:

2 July 2017.

Public Forum
Minute 2017/82 refers

County Councillor Steffan Aquarone thanked all those who had voted for him. He paid tribute to David Ramsbotham, former County Councillor and said that he would be a hard act to follow. County Cllr Aquarone said that he intended to be extremely accessible and would be preparing a leaflet explaining what the County Council does and what he will be doing. He said that he is here for all residents of Briston and aims to attend parish council meetings.

District Councillor Jenny English reported that a new pre-application advice service from NNDC went live on 1 June 2017. Details could be found on the District Council website. She read part of a press release which said that NNDC had beaten collection targets for both Council Tax and Non-Domestic Rates for 2016/17. District Cllr English also reported on a meeting of the Big Society she had attended that morning where money was granted to various organisations including a church. Cllr Egan said that he was appalled that money was given to the Church when it was one of the richest organisations in the country.

Beat Manager Graham Gower Smith introduced his colleague Nathan who will primarily be based in Sheringham but will cover for Briston when needed. Graham said that there is not a lot of crime and the main problem, which was a priority for SNT was the parking outside the Coop store in Church Street. Steve White from NCC Highways has come to look at the road but none of this piece has any restrictions on it. Suggested that the Parish Council ask Highways about putting yellow lines on the road opposite the Coop.

Minute 2017/93

Mrs Anne Fippard said that she had enquired from County Cllr Steffan Aquarone about cutting of the verges as she is particularly concerned about the grass obscuring the view of motorists. As a pedestrian she feels very vulnerable on some lanes where the verges are very overgrown. County Cllr said that the verges should be cut next week.