

BRISTON PARISH COUNCIL

The Parish Office

Recreation Ground, Stone Beck Lane,
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Minutes of the Annual Parish Meeting of Briston Parish Council held on Monday 14 May 2018 in the Copeman Centre, Briston

Present: Cllr N Fippard
Cllr M Collins
Cllr Miss P Whatling
Cllr P Egan
Cllr L Edwards
Cllr S Twiddy
Cllr T Girling
Cllr Mrs J Denton

Clerk: Mrs J English

| Number | | Action |
|---------|---|--------|
| 2018/52 | Apologies for absence Cllrs Serne and Miss Gilding | |
| 2018/53 | Election of Chairman Cllr Collins proposed Cllr Fippard. Seconded by Cllr Girling. Approved | |
| 2018/54 | Election of Vice Chairman Cllr Collins proposed Cllr Jeary. Seconded Cllr Edwards. Approved | |
| 2018/55 | To record declarations of interest from members on any items on the agenda None | |
| 2018/56 | To approve the minutes of the Parish Council meeting held on 9 April 2018 Proposed by Cllr Girling. Seconded Cllr Edwards Approved | |
| 2018/57 | To adjourn the meeting to allow public participation: County Councillor District Councillor SNT Representative The meeting adjourned at 7.04pm The meeting reconvened at 7.07pm | |
| 2018/58 | To discuss matters arising from the minutes of the Parish Council meeting held on 9 April 2018/43 – The clerk reported that further to a conversation she had with the estate agent the Chinese takeaway and land behind it is up for sale and likely to go to auction in June. 2018/50 – The lamp post at the top of Garden Close is in need of urgent attention 2018/44 – The clerk has been in touch with one contractor | |

These minutes are unconfirmed until approved by Briston Parish Council

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| | regarding the Christmas Tree lights on the village green. He was not interested in the contract. Cllr Fippard has one string of lights from the tree which are working. | |
| 2018/59 | <p>To agree the appointment of members to the following committees:</p> <p>Allotment Finance & General Purpose Personnel Planning</p> <p>Allotment Cllrs Fippard, Jeary, Girling, Twiddy, Lakey, Miss Gilding Proposed Cllr Mrs Denton. Seconded Cllr Girling. Approved</p> <p>Finance & General Purpose Cllrs Fippard, Jeary, Girling, Collins, Serne, Mrs Denton Proposed Cllr Miss Whatling. Seconded Cllr Collins. Approved</p> <p>Personnel Cllrs Fippard, Jeary, Egan, Serne, Edwards Proposed Cllr Mrs Denton. Seconded Cllr Miss Whatling Approved</p> <p>Planning Cllrs Fippard, Jeary, Serne, Girling, Miss Gilding Proposed Cllr Collins. Seconded Cllr Girling Approved</p> | |
| 2018/57 | <p>PC Graham Gower Smith and the meeting adjourned at 7.21pm in order for him to make his report.</p> <p>Meeting reconvened at 7.23</p> | |
| 2018/60 | <p>To consider and make observations on the following planning applications and any more that may be received:</p> <p>Notification for prior approval for proposed change of use of agricultural building to a dwellinghouses (Class C3) and for associated operational development The Old Piggery, Reephram Road, Briston, Melton Constable, NR24 2JL – PU/18/0729 No objection or comment</p> <p>Variation of condition 3 of planning permission PF/16/1022 to alter the roof materials Ashberry Cottage, 169 Hall Street, Melton Constable NR24 2LQ – PF/18/0767 Supports the application. Proposed Cllr Fippard. Seconded Cllr Mrs Denton Approved</p> <p>Erection of 3x detached bungalows and garage and demolition of existing dwelling (Outline) Carefree, Providence Place, Briston, Melton Constable NR24 2HZ – decision of Planning Inspectorate – refused.</p> <p>Certificate of lawful development for proposed storage building (B8) Four Winds Farm, Gloucester Place, Briston, Melton Constable, NR24 2LD – EF/18/0692</p> | |

| | (The application does not seek planning permission but rather, confirmation that the proposed use/development is lawful under the relevant provisions of the Town and Country Planning Act (GPDO) 2015 | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 2018/61 | <p>Clerks report</p> <p>Update on parking situation in Vincent Close and to discuss any action which the Council may feel needs to be taken</p> <p>Cllrs Edwards and Twiddy both stressed that the main problem is lack of parking in Vincent Close. Clerk will contact the Parish Council solicitor to see if the restrictions on use of this piece of land can be altered.</p> <p>Anglian Water – change of Stone Road Allotment supply to Wave (Anglian Water business arm) to bring in line with Poors supply Feed in Tariff report</p> <p>Clerk reported that both these sites are now on a business account</p> <p>The Public Sector Deposit Fund – report of performance of shares</p> <p>Clerk produced statement showing interest received</p> <p>Letter from Local Council Public Advisory Service</p> <p>Clerk reported that a letter of welcome had been received</p> <p>Donation from Grays Fair</p> <p>Clerk reported that a generous donation had been received. This will be paid into the Recreation Improvement fund</p> <p>Update on lighting of Beacon on 19 May 2018</p> <p>Cllr Lakey offered to supply the straw for the beacon. He will put it in on Saturday.</p> <p>Update on ‘Battles Over’ 11 November 2018</p> <p>Clerk reported that the Rev Jeremy Sykes has agreed to perform a short service at 6.45pm.</p> | <p>Clerk</p> <p>Clerk</p> | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2018/62 | <p>To consider request from Briston Parochial Church Council to use the Village Green on Saturday 14 July 2018 from 10am until 4pm for the annual church fete</p> <p>Clerk explained that this would follow the same format as last year with cars parking on part of the green.</p> <p>Cllr Edwards proposed that this request be granted. Seconded Cllr Miss Whatling.</p> <p style="text-align: right;">Approved</p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2018/63 | <p>To discuss and decide whether to accept a quotation from Npower to supply electricity on the Village Green for one year.</p> <p>Clerk explained that the current contract with Axis expires on 26 June 2018. Npower had supplied a quotation which is cheaper than the current Axis cost.</p> <p>Cllr Mrs Denton proposed this be accepted. Seconded Cllr Miss Whatling.</p> <p style="text-align: right;">Approved</p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2018/64 | <p>To discuss and approve the bank statement for April and the payments for May</p> <p>Proposed accept by Cllr Fippard. Seconded Cllr Girling</p> <p style="text-align: right;">Approved</p> <table><tr><th>Date</th><th>Description</th><th>Money out £</th><th>Money in £</th><th>Balance £</th></tr><tr><td>30 Mar</td><td>Start balance</td><td></td><td></td><td>17,784.02</td></tr><tr><td>3 April</td><td>DD 1&1 Internet</td><td>1.19</td><td></td><td>17,782.83</td></tr><tr><td>4 April</td><td>Cheque – payroll services</td><td>15.00</td><td></td><td>17,767.83</td></tr><tr><td>4 April</td><td>Deposit –</td><td></td><td>39.00</td><td>17,806.83</td></tr></table> | Date | Description | Money out £ | Money in £ | Balance £ | 30 Mar | Start balance | | | 17,784.02 | 3 April | DD 1&1 Internet | 1.19 | | 17,782.83 | 4 April | Cheque – payroll services | 15.00 | | 17,767.83 | 4 April | Deposit – | | 39.00 | 17,806.83 | |
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| | Norse – grounds maintenance Plantation Hill – six months £675.07 | |
| | Norse – grounds maintenance Village Green – six months £1,229.87 | |
| | 1&1 Basic Fee May Direct Debit £ 1.19 | |
| | 1&1 Basic Fee April Direct Debit £ 1.19 | |
| | Axis Village Green Direct Debit May £ 12.74 | |
| | Axis Village Green Direct Debit April £11.81 | |
| | Village Handyman Salary March SO £290.89 | |
| | Parish Clerk Salary March SO £632.40 | |
| | Village Handyman Salary February SO £290.89 | |
| | Parish Clerk Salary February SO £632.40 | |
| | Income | |
| | Donation from Grays Fair £100.00 | |
| | North Norfolk District Council – half of precept and support grant £22253.00 | |
| | North Norfolk District Council – S106 Monies £18838.47 | |
| | The Clerk was asked to get the office rent sorted out with an estate agent. | |
| 2918/65 | To adjourn the meeting for public participation The meeting adjourned at 7.56pm The meeting reconvened at 7.57pm | |
| 2918/66 | To discuss any other business (please note this item is for discussion only. Nothing can be approved under this item) None | |
| 2918/67 | To receive items for the next agenda None | |
| 2918/68 | To consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960s.1 in order to discuss a confidential employment matter and confidential Trust matter. The Clerk explained that she had put this item on the agenda in case councillors wished to discuss the next item in private. Not taken up. | |
| 2918/69 | To discuss and ratify the decisions of the personnel working group with regard to the GDPR and the Clerk's contract of employment It was decided that this item will be discussed at a meeting of the Personnel Committee to be held on 21 May. | |
| | The meeting closed at 8pm | |

Signed: *N. Gippard*

Dated: *4TH June 2018*

Public Forum
Minute 2018/57 refers

County Councillor Steffan Aquarone was not present

District Councillor Jenny English reported that there had been no full Council meeting since the last Parish Council Meeting. She was on a task and finish group whose remit is to investigate the beach huts and chalets which North Norfolk District Council own and maximise these asset through increased usage of weekly lets, reviewing rents, reviewing booking procedure and letting period. The group will be producing a report in October.

PC Graham Gower-Smith reported that there were seven crimes reported. Five of these were down to two individuals. Small thefts have happened including garden furniture. There was the theft of a motor vehicle in Holt. He urged everyone to lock up all their property as this delays thieves. He also said that the public should be vigilant at car boot sales as stolen goods are sometimes sold here. The next SNAP meeting is on Thursday 24 May 2018.

There were no questions or comments from the members of the public present.

Minute 2018/65 refers

There were no questions or comments from the members of the public present.