

# BRISTON PARISH COUNCIL

The Parish Office

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Minutes of the Briston Parish Council meeting held on Monday 5 November 2018 at 7pm in the Copeman Centre, Briston.

Present: Cllr Neil Fippard Chairman  
Cllr Miss Pauline Watling  
Cllr Mrs Joan Denton  
Cllr Terry Girling  
Cllr Simon Twiddy

Clerk: Mrs Jenny English

Number		Action
2018/133	<b>Apologies for absence</b> Cllrs Patrick Egan, Tony Serne, Les Edwards, Martin Collins	
2018/134	<b>To record declarations of interest from members on any items on the agenda</b> None	
2018/135	<b>To approve the minutes of the Parish Council meeting held on Monday 1 October 2018</b> Proposed by Cllr Girling, seconded Cllr Mrs Denton. <b>Approved</b>	
2018/136	<b>To adjourn the meeting to allow public participation:</b> <b>County Councillor</b> <b>District Councillor</b> <b>SNT Representative</b> The meeting adjourned at 7.04pm The meeting reconvened at 7.17pm	
2018/137	<b>To discuss matters arising from the minutes of the Parish Council meeting held on 1 October.</b> None	
2018/138	<b>To observe and make observations on the planning application below and any more that may be received:</b> <b>Erection of two-storey dwelling (details of appearance, landscaping, layout &amp; scale – matters reserved under outline planning permission ref: PO/17/1094)</b> <b>Coal stacking Ground, The Lane, Briston, Melton Constable, NR24 2JX.</b> No objections <b>Erection of agricultural storage building</b> <b>Four Winds Farm, Gloucester Place, Briston, Melton Constable, NR24 2LD.</b> No objections <b>Conversion of outbuilding to create two storey detached dwelling</b> <b>Land at 9 Orchard Close, Briston</b> Application withdrawn and no further action being taken by NNDC	

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**Grant**  
The Clerk presented the following supporting document to assist councillors with deciding the precept for 2019/2020  
**Supporting document for detailed receipts and payments by Budget**

**Heading**  
**November 2018**

**Figures shown as actual for first six months of financial year**

**Administration**

Staff Actual £9,484.40. Allow 2.2% cost of living

rise = £208.65. Total £9,693.05 (say

£9,700.00)

No increase agreed during 2018. Actual

£660

Actual £2,396

Allow £400 as monthly usage fluctuates

slightly

Allow £400 due to ink cartridges

None should be needed

Allow £100

Actual External £300. Internal £420. Total

£720. Allow £800

Actual £70 (incorporates price rise)

At present paid for by Higginbottom

Charity

Allow £400 if current only used. ICO,

SLCC, LCAPs and Allotment Society. Actual

£329

Allow £100

Covers pay roll services £180 per annum.

Allotment support package £121 and

Alpha accounts package £121. Total:

£422. Suggest £450

May 2019 there will be parish council and

district council elections. Allow £1,000

With new councillors taking positions in

May 2019 suggest £1,000 to cover

training and reference materials

Nothing spent in current financial year

Actual last year £634

Actual last financial year £3,979. Allow

2.2% cost of living rise £4,066.53. Allow

£4,100.00

Allow £55

Take out as used from playground

refurbishment account

Norse quote for 2019 £6,802.37. Allow

£7,000

Allow £1,000. This covers new waste bins,

Blyth & Wright account, pest control, etc

Although nothing was spent in the last six

months the seats are old and will need

work on them. One has already been

Public seating upkeep

Misc expenditure

Open spaces upkeep

Playground refurbishment

Shelter upkeep and repair

General maintenance person

HMRC Income Tax

Security

materials

Training and reference

Parish elections

Chairman's expenses  
Professional services

Subscriptions

Hire of meeting place  
Office heat/light

Audit costs

Postage

Office equipment

Stationery

Broadband etc

Insurance

Rent

Staff



	<div>replaced Managed in house Actual £1,500 Actual for 2018/2019 to date £1,050. Allow £1,000 for 2019 season £3,055. Allow £100 as surface of car park will need attention Ignore as the grass cutting is in open spaces upkeep Allow £180 as fluctuates monthly Projected to date £500 – actual could be £568.00 Actual for 2019 season £3,000 Actual spend £2,556.47 to 30.9.2018. Allow £6,000 Allow £2,500 to continue programme of upgrading New ones will be bought in financial year 2018/2019. None should be needed</div> <div><b>Total</b> <b>Precept 2018/2019</b></div> <div><b>£48,100.00</b> <b>£42,475 plus grant £2,030 = £44,505</b></div> <div><b>Finances as at 28 September 2018</b> Balance £57,520.26 Less Money owing for pump track £14,500 £43,020.26 Money received for second half of precept £22,252 £20,768.26 under spend for first half of financial year 2018/2019  After discussion Cllr Fippard proposed that the above figures be accepted and a precept sum of £46,253 be requested and the grant of £1,847 be accepted. This gives a total of £48,100. Seconded by Cllr Mrs Denton <b>Approved</b></div>	
2018/140	<div><b>To discuss empty properties at Woodfield and decide on action to be taken</b> Cllr Fippard proposed that this item be moved up the agenda to facilitate discussion. Seconded by Cllr Twiddy. <b>Approved</b> Cllr Twiddy reported that the hedge round number 8 Woodfield was very overgrown and was blocking the footpath. This made it difficult for all pedestrians including children walking to school. The bungalow was empty in a very bad state of repair. Cllr Twiddy reported that number 9 Woodfield was empty and had been for a number of years. The property was deteriorating. Cllr Twiddy wondered if the Parish Council could find out who owned these properties through the Land Registry. The Clerk said that she would see that Enforcement Officer at NNDC. She had written to him in the past about number 8 Woodfield but had received no reply. The Clerk will write to the Highways Department at Norfolk County Council</div>	Clerk

		with regard to the overhanging hedge.	
2018/141		<p><b>To discuss email received from Norse regarding the grass and hedge cutting contracts from one year to three.</b></p> <p>The Clerk read out an email from Norse saying that a three year contract could be arranged but there would have to be a clause saying that pricing would be subject to an annual percentage increase reflective of increase in National Minimum Wage, as determined by Government each April.</p> <p>Cllr Fipard proposed that this be accepted and three year contract arranged. Seconded by Cllr Girling.</p> <p><b>Approved</b></p>	Clerk
2018/142		<p><b>To receive details of meeting between Orange Fox and the Clerk with regard to Christmas lights on the village green and to accept the quotation for these.</b></p> <p>The clerk reported that she had a good meeting with Orange Fox and the company had come up with a proposal for the Christmas lights on the village green. They had sent in a quotation asking the Parish Council to pay for fittings and cables at a cost of £621.64 plus VAT and a new distribution board in the electricity cabinet at a cost of £289.13 plus VAT. Orange Fox would supply the lights and put them up and take them down. Cllr Girling proposed that this be accepted and Orange Fox go ahead with the lights. Seconded by Cllr Fipard.</p> <p><b>Approved</b></p>	Clerk/Orange Fox
2018/143		<p><b>To discuss and decide on request from Briston Gardening Club for six litter pickers to enable them to clear round the village.</b></p> <p>Proposed to supply these by Cllr Fipard. Seconded by Cllr Miss Whatling.</p> <p><b>Approved</b></p>	Clerk
2018/144		<p><b>To receive an update on the reservoirs at Breck Farm, Stody.</b></p> <p>Cllr Fipard reported on a liaison meeting he had attended at Breck Farm where a presentation was given by Charlie McNichol. The main points were:</p> <p>The second reservoir will have to be repositioned owing to a greater than anticipated overburden from the first reservoir excavation.</p> <p>The original position of the second reservoir will be used to bury this overburden (unsuitable aggregate).</p> <p>The area has been subject to additional sampling from boreholes to determine the best location for the second reservoir.</p> <p>The first reservoir is nearly completed. It is expected to lay the liner and start filling during the spring and summer of next year.</p> <p>The second reservoir has a timescale of a further seven to nine years.</p> <p>The existing controls and environmental conditions will be maintained for this next phase of work.</p>	
2018/145		<p><b>To receive a report on the collection of allotment rents</b></p> <p>The clerk reported that there were only a few rents outstanding and she will send reminders to these tenants.</p>	
2018/146		<p><b>To receive final update on proceedings for Remembrance Sunday on 11 November including laying of wreath at the 11am service at All Saints Church and the Nations Tribute on the Village Green at 6.30pm</b></p> <p>The clerk reported that Mr Dowsett had agreed to play the bugle at both the 11am service at the war memorial in the churchyard and at the Nations Tribute service on the village green at 6.30pm.</p> <p>The wreaths and crosses were in the parish office and the clerk would bring these to the service in the morning.</p> <p>Cllr Lakey had agreed to put straw into the beacon so that could be lit at 7pm with others across the nation.</p> <p>The Copeman Centre was providing refreshments after the tribute service</p>	

4



on the village green.

2018/147

**To discuss and approve the bank statement for October and the payments for November**

The clerk presented the bank statement and payments for approval.

**Bank Statement**

Date	Description	Money out £	Money in £	Balance £
29 Sep	Start Balance			57,520.26
2 Oct	DD 1&1 Internet	1.19		57,519.07
8 Oct	Cheque – Churchyard Maintenance	375.00		57,144.07
8 Oct	Cheque – DD Plusnet	29.58		57,114.49
9 Oct	Cheque – HMRC	632.00		56,482.49
9 Oct	Cheque – Blyth & Wright	6.28		56,476.21
10 Oct	Cheque – TT Jones street lighting maintenance	610.34		55,865.87
15 Oct	Cheque – Husar Tree Services – Bakery Close	200.00		55,665.87
16 Oct	Cheque - Norse – grounds maintenance	1,201.39		54,464.48
16 Oct	Cheque - Norse – grounds maintenance	675.07		53,789.41
16 Oct	Cheque - Norse – grounds maintenance	1,229.86		52,559.55
16 Oct	Cheque – Realise Futures – bench	387.12		52,172.43
17 Oct	Cheque – Pest Control	50.00		52,122.43
29 Oct	Cheque – Postage stamps	20.88		52,101.55
29 Oct	S/O Handyman salary	290.69		51,810.86
29 Oct	S/O Clerk salary	632.20		51,178.66
30 Oct	Balance carried forward			51,178.66
	Total payments/receipts	6,341.60	0.00	

**Payments**

SSE Street – street lighting September	£265.94
Blyth & Wright - monthly account	£ 59.34
PKF Littlejohn - external audit	£360.00
Minns Maintenance – churchyard grass cutting	£375.00
Wave – allotment water Poors	£ 44.93
NNDC – Collection Dog bins	£1,235.52
Flag Shop – Remembrance flags	£ 66.40
MAE Bookkeeping – Payroll October	£ 15.00
Wave – allotment water Stone Road – this is credit	
£107.75	
Handyman – salary October SO	£291.29
Clerk – salary October SO	£632.40
Npower Village Green – this is credit	

Date: 3rd Dec 2018

Signed: N. Fippard

2018/150	<p><b>Date of the next Parish Council meeting – 3 December 2018</b></p> <p>The meeting closed at 8.10pm</p>	
2018/149	<p><b>Any other business (for discussion only – nothing can be decided under this item)</b></p> <p>The clerk reported the following:  A request for a donation had been received from North Norfolk Community Transport.  Barclays Bank in Wells next the Sea would be closing early in 2019. The Copeman Centre had sent details of a rent increase next year.  The defibrillator outside Graves need attention and will be on the agenda for the next meeting of the Parish Council.  The pump track was undergoing work as the installation was not satisfactory.  A letter had been received from Anglian Water apologising for the lack of communication with regard to the recent road closure.  Norse were coming to cut the hedges on 13 November.</p>	
2018/148	<p><b>To adjourn the meeting for public participation</b></p> <p>The meeting adjourned at 7.53pm  The meeting reconvened at 8.04pm</p>	
	<p>Proposed for approval by Cllr Gilling. Seconded by Cllr Fippard.  <b>Approved</b></p>	<p>£28.19  1&amp;1 – Broadband DD  Plusnet DD  <b>TOTAL</b>  Add SSE October bill  £ 293.22  <b>£3,376.89</b>  <b>£3,670.11</b></p>



**Public Forum**  
**Minute 2018/136 refers**

County Councillor Steffan Aquarone reported the following:

**Mobile libraries saved**

I'm delighted to report that our campaign to save the mobile library service from drastic cuts has succeeded. The County Council's proposals now have been radically changed to remove only 92 stops which are those not currently being used, rather than the proposed 725 - nearly half the library stops in the county.

This is a huge victory for the 7,500 people who rely on this crucial service. Many thanks to the 494 people who signed out petition, as well as the 76 individuals who sent in letters.

Now the service is protected we need to make sure it remains frequently used! Visit <https://bit.ly/2hzlkPF> for routes and timetables. The mobile library carries books for all ages and tastes.

**Vodafone signal improving**

Vodafone have made engineering (i.e. actual) changes that have resulted in four of the fourteen customers I am in touch with in Briston about their signal issues reporting an improvement in service. I was able to verify this myself at the meeting last night!

Has your Vodafone service improved? Are you struggling to get a signal regardless of network? Get in touch and we'll try to help! [steffan.aquarone.cllr@norfolk.gov.uk](mailto:steffan.aquarone.cllr@norfolk.gov.uk)

**Join the conversation**

On Friday 14th December I'll be hosting an event at the Copeman Centre to talk about politics. Or rather, to ask you what *you* think. Come and talk in an informal setting about your vision for society, what you think political parties should do differently, and what difference this could make to your family, your community and the wider world.

District Councillor Jenny English reported that there was no full council meeting in November. She had attended Budget Training. NNDC was forecasting that money received from central government would not cover outgoings by 2021/22. The shortfall would come from reserve funds. Planning permission had been granted for a replacement Splash swimming facility in Sheringham. No hotel had signed up for part of the existing site but NNDC was in consultation with several interested chains. The Egmore Business scheme was going ahead. It was with great sadness that she reported the recent death of District Councillor Wyndham Northam at the age of 89. He was a well respected and liked councillor who had represented Mundesly for 12 years.

There was no representative from the SNT nor report

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

**Public Forum**  
**Minute 2018/148 refers**

A member of the public who lives in Chequers Close presented two rocket sticks to the meeting. One of these he said went through the window sill of his conservatory damaging it. He was seeking compensation from the council to repair this damage. He was also concerned about the danger of stray rockets to members of public. This will be discussed at the next meeting of the Higginbottom Charity.

The owner of a property in Hall Street asked if the hedge at the back of his property bordering the recreation ground could be cut.

There was a question about bus shelters as recently Bodham had new ones. The clerk explained that these were probably funded from a housing development being built. Unfortunately Briston did not have money for any more shelters.

A plan to provide village gates was not going ahead as they were too expensive.

There was concern that the road sweeper did not go down Church Street.

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