

# BRISTON PARISH COUNCIL

The Parish Office

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Minutes of the meeting of the Extraordinary Parish Council meeting held on Monday 25 November 2019 at 7pm in the Nursery Room of the Briston Pavilion

Present: Cllr Ian Chilton chairman  
Cllr Pete Moulton vice chairman  
Cllr Les Edwards  
Cllr Matthew Pickhaver  
Cllr Mrs Noeleen Woodhouse  
Cllr Terry Girling  
Cllr Andrew Rainsford  
Cllr Mrs Hayley Quinsey  
Cllr Ms Julie White

Clerk: Mrs Jenny English

Number		Action
2019/298	<b>Apologise for absence</b> Cllrs Twiddy, Barr and Mrs Moulton	<b>Accepted</b>
2019/299	<b>To record declaration of interest from members on any items on the agenda</b> None	
2019/300	<b>To approve the minutes of the Parish Council meeting held on Monday 4 November 2019</b> Proposed Cllr Girling, seconded Cllr Moulton	<b>Approved</b>
2019/301	<b>To receive clarification and discuss the accounts for:</b> <b>Briston Parish Council</b> <b>Higginbottom Recreational Charity</b> <b>Higginbottom Working Group</b> <b>Bank</b> <b>CCLA</b> The chairman, Cllr Chilton presented information on the four parish council bank accounts, the two Higginbottom Recreational Charity accounts and the CCLA/COIF accounts. The purpose and running of these was discussed and agreed upon.	
2019/302	<b>To receive verification of account signatories on all accounts</b> There was a discussion on the best signatories for these accounts in order to have a clear distinction between the parish council and the charity. Cllr Mrs Quinsey proposed that the signatories on the Higginbottom bank account be changed to those on the Higginbottom CCLA account. Seconded by Cllr Rainsford. Cllr Moulton proposed that the current bank signatories also be signatories for the parish council COIF account and another Cllr Mrs Woodhouse be added. Seconded by Cllr Mrs Quinsey.	<b>Approved</b> <b>Approved</b>

These minutes are unconfirmed until approved by Briston Parish Council

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Meeting held on 25 November 2019



2019/303	<b>To confirm future administration and payments</b> The chairman, Cllr Chilton presented a document showing division of payments at present. He said that nothing could be done at present until the ownership of the Briston Pavilion is clarified. He asked councillors to take the paper away and consider how this might work in the future.	All councillors
2019/304	<b>To receive information concerning the division of payments between Briston Parish Council, Higginbottom Recreational Charity and the Higginbottom Working Group with regard to:</b> Building maintenance Improvement of amenities Electricity Rates Rent Grounds maintenance Children's play area Pump track Skate park <b>And proposals for future division of these costs.</b> This item was deferred until the ownership of the Briston Pavilion is sorted out.	
2019/305	<b>To discuss how Briston Parish Council can support Higginbottom Recreational Charity for the benefit of the village.</b> This item was deferred until the ownership of the Briston Pavilion is sorted out.	
2019/306	<b>Date of the next scheduled meeting of Briston Parish Council Monday 2 December 2019</b>	
	The meeting closed at 8.10pm	

Signed:

*/s/ Chilton*

*subject to modifications  
proposed by Nolene Woodhouse*

Dated:

*2/12/2019.*

### Item 3

I personally feel that the Minutes are too vague in a time when Councils are promoting openness and transparency therefore I proposed the amendments as follows. It gives no financial details but clarifies for any person who wishes to view the Minutes at a later date.

2019/301 – I propose that we add "It was identified that there had been an oversight in the proposal of signatories for the CCLA Accounts (2 x HRT and 1 x PC). This will be rectified at the next relevant meeting".

2019/302 I propose that we add "To clarify the signatories for the Parish Council accounts will be (list) and the signatories for the HRT will be (list)".

2019/303 I proposed that words "this is being progressed by the HRT" be added after the second sentence to clarify who is addressing the issue.