

BRISTON PARISH COUNCIL

The Parish Office
Briston Pavilion, Recreation Ground,
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Minutes of the meeting of Briston Parish Council held on Monday 3 February 2020 at 8pm in the Copeman Centre, Briston

Present: Cllr Matthew Pickaver Chairman
Cllr Terry Girling
Cllr Simon Twiddy
Cllr Mrs Noeleen Woodhouse
Cllr Mrs Hayley Quinsy
Cllr Martyn Barr

Clerk: Mrs Jenny English

Number		Action
	In the absence of the chairman and vice chairman Cllr Girling proposed that Cllr Pickaver be appointed chairman for this meeting. Seconded by Cllr Barr. Approved Cllr Pickaver took the chair.	
2020/01	To consider and accept apologies for absence Cllrs Ian Chilton (holiday), Pete Moulton (recovering from operation), Mrs Carole Moulton (illness), Andrew Rainsford (moving house), Les Edwards (work). One councillor said that he was not accepting Cllr Chiltons apology as he felt that he should not take a holiday when he knew there was a parish council meeting. All apologies accepted by the meeting	
2020/02	To record declarations of interest from members on any items on the agenda None	
2020/03	To approve the minutes of the Parish Council meeting held on 2 December 2019 Cllr Mrs Woodhouse said that under minute 2019/326 she had given a report. Cllr Girling proposed that the minutes be approved. Seconded by Cllr Mrs Quinsy. Approved	
2020/04	To invite public participation including reports from: County Councillor Steffan Aquarone reported on the Norfolk County Council Environmental Policy which includes the following Norfolk County Councils is committed to becoming carbon neutral by 2030 and is also working with other partners to make Norfolk as a whole carbon neutral by 2030. I gave my support to the policy, which I was involved in shaping through my participation in the Task and Finish group.	

These minutes are unconfirmed until approved by Briston Parish Council
Meeting held on Monday 3 February



	<p>I welcome the striking presence of The Red Brigade, Extinction Rebellion, school strikers.</p> <p>District Councillor sent apologies</p> <p>SNT Representative</p> <p>In answer to a question from the audience County Cllr Aquarone answered that he did not know when the boundary review might happen.</p>	
2020/05	<p>To discuss matters arising from the minutes of the Parish Council meeting held on Monday 2 December 2019</p> <p>2019/315 CCTV Policy agreed at the meeting of the Higginbottom Recreational Charity and circulated to all Pavilion users.</p> <p>2019/321 Allotment rents are being sent out</p> <p>2019/323 Abandoned cars gone</p> <p>Cllr Woodhouse asked for details of the cheque which the clerk will supply.</p>	Clerk
2020/06	<p>To consider and make observations on the following planning applications and any more that may be received:</p> <p>PF/20/0073 Demolition of former petrol filling station/garage building and erection of 1 no. one and a half storey detached dwelling Premises Next, 71 Church Street, Briston, Melton Constable, NR24 2LE Supports the application but would like to know whether this application includes a public footpath.</p> <p>PF/20/0152 Single-storey side and rear extensions and detached double garage/outbuilding to front of site 32 Mill Road, Briston, Melton Constable, NR24 2JE Supports the application</p> <p>LA/20/0157 Internal and external alterations to walls, ceilings and flooring, exposing original fireplace, and replacing UPVC windows with timber casements Home Farm House, Church Street, Briston, Melton Constable, NR24 2HN Supports the application</p> <p>PF/19/1567 Change of use of land for the stationing of 9 no caravans for residential use Land north of Mill Road, Briston The clerk reported that this application had been refused and the decision notice set out clearly the reasons for refusal. She also reported that the planning officers report had used all of the council's observations and she thanked Cllr Mrs Woodhouse, the residents of Mill Road and Cllr Chilton for their help in providing information to enable her to compile it.</p>	
2020/07	<p>To receive, discuss and approve the quarter three financial statement prepared by Cllr Chilton</p> <p>Deferred owing to absence of Cllr Chilton</p>	
2020/08	<p>To receive an update on the Norse grounds maintenance contract and discuss and approve any action which may be required</p> <p>The clerk said that she had received information that the Gressenhall branch of Norse was closing down and the staff being made redundant. She had heard nothing from Norse other than a letter to say that the cost of the contract would be going up by 5% to cover the rise in the cost of living. The meeting thought that 5% was unacceptable and asked the clerk to investigate this with Norse.</p>	Clerk
2020/09	<p>To discuss and make final plans for the wild flower area in Garden Close</p> <p>Cllr Twiddy said that he was not happy with the idea of the area in Garden Close as many children played there. He was also concerned that Cllr</p>	

	<p>Rainsford who had been instrumental in starting the project had not attended the last two meetings and was now moving away from Briston. There was a discussion and then Cllr Twiddy proposed that using this area for wild flowers be deferred for one year and the Spinney be used instead. Seconded by Cllr Girling. Approved</p>	
2020/10	<p>To discuss the proposal that North Norfolk District Council empty the litter bin on Garden Close and if approved to decide on whether a weekly or fortnightly collection is needed</p> <p>The clerk explained that she had contacted North Norfolk District Council to see if it could empty this bin. The cost of this would be £2.30 per collection which would be £119.60 per annum for a weekly collection or £59.80 fortnightly. She said that a fortnightly collection would be sufficient.</p> <p>Cllr Barr proposed that NNDC be contracted to empty this bin on a fortnightly basis. Seconded by Cllr Mrs Quinsy. Approved</p>	Clerk
2020/11	<p>To receive and approve the Volunteer Policy for Briston Parish Council</p> <p>Item deferred owing to absence of Cllr Chilton</p>	
2020/12	<p>To approve leave of absence for Cllr Mrs Moulton for the next six months</p> <p>The clerk explained that Cllr Mrs Moulton was undergoing treatment which necessitated her absence for at least four months. She was asking the council to approve leave of absence so the Cllr Mrs Moulton did not infringe the six months rule.</p> <p>Proposed to approve by Cllr Mrs Quinsey, seconded by Cllr Girling Approved</p>	
2020/13	<p>To discuss and approve publicity campaign for the Annual Parish Meeting including posters, advertisement in Briston & District News, use of Facebook, mail outs to local societies, etc and to approve any costs which may be incurred</p> <p>Cllr Pickhaver reported that Simon Kinder would be coming to talk on the history of Briston on Wednesday 15 April.</p> <p>Organisations from the village would be invited to come and give a report and the public would be invited to bring along memorabilia.</p> <p>It was agreed to produce flyers to go in the Briston & District News which would cost in the region of £100. There would also be some costs for hire of the Briston Pavilion and the provision of refreshments.</p> <p>Cllr Girling proposed that a budget of £200 be allowed for this event. Seconded by Cllr Mrs Woodhouse. Approved</p> <p>Cllr Barr declared an interest as his company will be producing the leaflet.</p>	
2020/14	<p>To approve invitation to Phil Harris (deputy chairman of NALC) to attend the March Parish Council Meeting to explain the benefits to Briston Parish Council of becoming a member of NALC</p> <p>Agreed</p>	
2020/15	<p>To discuss and approve date and members to carry out an inspection of Briston Parish Councils hard standing areas (including car park in Old Post Road and drive to the Copeman Centre)</p> <p>Cllrs Pickhaver, Barr and the clerk will inspect the drive and car park outside the Copeman Centre and the car park on Old Post Road on Monday 10 February.</p>	Cllrs Pickhaver, Barr and Clerk
2020/16	<p>To discuss the work and future of the Speedwatch group</p> <p>In the absence of Cllr Chilton a member of the audience reported that he was in charge of the Speedwatch and would start again when the weather</p>	

	<p>improved. At present there were eight members. He would like to give up organising Speedwatch.</p> <p>It was reported that Mr Mussellwhite is in charge of moving the SAM. Cllr Barr will liaise with him with regard to moving it.</p>	Cllr Barr
2020/17	<p>To discuss the possibility of Briston Parish Council taking part in the VE Day Commemoration on or around Friday 8 May (please note this day is a bank holiday)</p> <p>The clerk presented a paper outlining some first thoughts for the commemoration. These were taken from suggestions from Bruno Peek, who organised the commemoration to mark the 100m years since the end of World War 1, ideas from Cllrs Chilton, Rainsford and the clerk and ideas from other councils.</p> <p>It was decided that a bring your own picnic to a picnic on the green on Friday 8 May from 2pm to 6pm would be the easiest event to organise. People would be asked to come in 1940s costume and the green decorated with bunting. It was hoped a sound system could be provided to play 1940s music and a tug of war. The beacon would be lit at 6pm and the church bell rung at 7pm to take part in the 'Bells for Peace'.</p> <p>Cllr Barr will design a flyer to go in the Briston & District News. It is hoped that this can be on the back of the flyer for the Annual Parish Meeting.</p>	
2020/18	<p>To discuss the position of the village sign in Hall Street and provision of village signs on the entrance to Briston at Horseshoe Common and the Norwich Road</p> <p>It was reported that the sign in Hall Street is now more visible as the hedge has been cut back. This has been deferred to enable councillors to look at this. It was suggested that village gate signs may be suitable for the Norwich Road and Reepham Road. Cllr Mrs Woodhouse said County Cllr Aquarone may be able to provide some money from his fund to help purchase these. The clerk will provide some ideas for the next meeting.</p>	Clerk
2020/19	<p>To receive a report from the Copeman Centre committee</p> <p>Cllr Mrs Woodhouse reported the following:</p> <p>Query over hedge cutting but this has been resolved. The return for charity commission is on target for submission by deadline date. The panto was very successful and well attended. In due course Briston Players will be changing name to North Norfolk Players as they are amalgamating with another group. Boiler serviced and other maintenance issues resolved. Issue with leaking roof ongoing but in hand. Insurance renewed to include trustee indemnity cover. Next meeting 10.3.20 so no need for agenda item on March Parish Council. Overall committee are well organised, enthusiastic and the running of the Copeman Centre second to none.</p>	
2020/20	<p>To receive the final report from the Christmas Tree Festival and approve distribution of money</p> <p>The clerk circulated a report showing sponsor details, decorators of trees and financial details. There was a one off cost for tree stands which meant there was a shortfall of £9.80. Overall the Festival had been very successful with beautifully decorated trees, many visitors and a packed carol service ending the event.</p>	
2020/21	<p>To discuss and approve the renewal of the electricity supply contracts for the street lights and village green</p> <p>The clerk reported that the current suppliers had submitted prices which were slightly lower than the cost at present.</p>	

	Cllr Girling proposed that these be accepted and the contract renewed. Seconded Cllr Twiddy. Approved																																																																																																																																
2020/22	<p>To discuss and approve the bank statement for January and the payments for February</p> <p>Cllr Girling proposed that these be approved. Seconded by Cllr Mrs Quinsey. Approved</p> <p>Statement</p> <table><tr><th>Date</th><th>Description</th><th>Money out £</th><th>Money in £</th><th>Balance £</th></tr><tr><td>31 Dec</td><td>Start balance</td><td></td><td></td><td>23,612.55</td></tr><tr><td>31 Dec</td><td>DD 1&1 Internet</td><td>5.99</td><td></td><td>23,606.56</td></tr><tr><td>31 Dec</td><td>Cheque NNDC Election cost</td><td>371.49</td><td></td><td>23,235.07</td></tr><tr><td>9 Jan</td><td>DD Plusnet</td><td>29.40</td><td></td><td>23,205.67</td></tr><tr><td>13 Jan</td><td>Cheque Lazer CCTV</td><td>1,920.00</td><td></td><td>21,285.67</td></tr><tr><td>14 Jan</td><td>Cheque RBL</td><td>125.00</td><td></td><td>21,160.67</td></tr><tr><td>14 Jan</td><td>Cheque Blyth & Wright</td><td>252.43</td><td></td><td>20,908.24</td></tr><tr><td>16 Jan</td><td>DD Pozitive Energy</td><td>11.59</td><td></td><td>20,896.65</td></tr><tr><td>17 Jan</td><td>Cheque – NALC training</td><td>288.00</td><td></td><td>20,608.65</td></tr><tr><td>21 Jan</td><td>Cheque – training</td><td>75.00</td><td></td><td>20,533.65</td></tr><tr><td>28 Jan</td><td>SO Handyman salary</td><td>292.06</td><td></td><td>20,241.59</td></tr><tr><td>28 Jan</td><td>SO Clerk salary</td><td>646.19</td><td></td><td>19,595.40</td></tr><tr><td>28 Jan</td><td>Cheque TT Jones street lights</td><td>159.41</td><td></td><td>19,435.99</td></tr><tr><td>29 Jan</td><td>DD 1&1 Internet</td><td>19.80</td><td></td><td>19,416.19</td></tr><tr><td>29 Jan</td><td>Cheque flag</td><td>5.08</td><td></td><td>19,411.11</td></tr><tr><td>29 Jan</td><td>Cheque NFG Play</td><td>209.65</td><td></td><td>19,201.46</td></tr><tr><td>29 Jan</td><td>Cheque HMRC</td><td>663.00</td><td></td><td>18,538.46</td></tr><tr><td>29 Jan</td><td>DD Grant for play area</td><td></td><td>3,026.00</td><td>21,564.46</td></tr><tr><td>30 Jan</td><td>Cheque Anglian Water</td><td>14.32</td><td></td><td>21,550.14</td></tr><tr><td>30 Jan</td><td>Cheque Anglian Water</td><td>99.72</td><td></td><td>21,450.42</td></tr><tr><td>30 Jan</td><td>Balance carried forward</td><td></td><td></td><td>21,450.42</td></tr><tr><td></td><td>Total payments/receips</td><td>5,188.13</td><td>3,026.00</td><td></td></tr></table> <p>Payments</p> <table><tr><td>Husar Tree Services (village green trees)</td><td>£1350.00</td></tr><tr><td>Rialtas Business Solutions (Alpha Software Maintenance)</td><td>£ 145.20</td></tr><tr><td>Handyman salary January SO</td><td>£ 292.06</td></tr><tr><td>Clerk salary January SO</td><td>£ 646.39</td></tr><tr><td>Plusnet DD</td><td>£ 30.06</td></tr><tr><td>Total</td><td>£2,463.71</td></tr></table>	Date	Description	Money out £	Money in £	Balance £	31 Dec	Start balance			23,612.55	31 Dec	DD 1&1 Internet	5.99		23,606.56	31 Dec	Cheque NNDC Election cost	371.49		23,235.07	9 Jan	DD Plusnet	29.40		23,205.67	13 Jan	Cheque Lazer CCTV	1,920.00		21,285.67	14 Jan	Cheque RBL	125.00		21,160.67	14 Jan	Cheque Blyth & Wright	252.43		20,908.24	16 Jan	DD Pozitive Energy	11.59		20,896.65	17 Jan	Cheque – NALC training	288.00		20,608.65	21 Jan	Cheque – training	75.00		20,533.65	28 Jan	SO Handyman salary	292.06		20,241.59	28 Jan	SO Clerk salary	646.19		19,595.40	28 Jan	Cheque TT Jones street lights	159.41		19,435.99	29 Jan	DD 1&1 Internet	19.80		19,416.19	29 Jan	Cheque flag	5.08		19,411.11	29 Jan	Cheque NFG Play	209.65		19,201.46	29 Jan	Cheque HMRC	663.00		18,538.46	29 Jan	DD Grant for play area		3,026.00	21,564.46	30 Jan	Cheque Anglian Water	14.32		21,550.14	30 Jan	Cheque Anglian Water	99.72		21,450.42	30 Jan	Balance carried forward			21,450.42		Total payments/receips	5,188.13	3,026.00		Husar Tree Services (village green trees)	£1350.00	Rialtas Business Solutions (Alpha Software Maintenance)	£ 145.20	Handyman salary January SO	£ 292.06	Clerk salary January SO	£ 646.39	Plusnet DD	£ 30.06	Total	£2,463.71	
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2020/23	<p>To invite public participation</p> <p>One member of the public said that village gates can get very dirty. One member of the public complemented the chairman and the meeting because she could hear everything.</p>																																																																																																																																
2020/24	<p>Any other business (for discussion only – no decisions can be made under this item)</p> <p>Cllrs Mrs Woodhouse reported that the instillation of the CCTV system had been very successful and had achieved what was wanted.</p>																																																																																																																																



2020/25	<p>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 Parish Council matter and confidential Higginbottom Recreational Trust matter.</p> <p>Proposed by Cllr Barr and seconded by Cllr Pick aver that the resolution be approved. Approved</p> <p>A course of action was approved</p>	
2020/26	Date of next scheduled meeting Monday 2 March 2020	
	The meeting closed at 9.25pm	

Signed:



Dated:

02/03/2020