

BRISTON PARISH COUNCIL

The Parish Office

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Minutes of the meeting of Briston Parish Council held on Monday 14 March 2022 at 7pm in the Copeman Centre, Briston

Present: Cllr Ian Chilton Chairman
Cllr Simon Twiddy
Cllr Graham Pickhaver
Cllr Matthew Pickhaver
Cllr Martyn Barr
Cllr Les Edwards
Cllr Mrs Becky Green
Cllr Terry Girling

Clerk: Mrs Jenny English

2022/34 To consider and accept apologies for absence

Cllrs Ian Seward, Dave Chambers and Pete Moulton

Accepted

2022/35 To record declarations of interest from members on any item on the agenda

Cllrs Edwards and Barr – payments

2022/36 To approve the minutes of the Briston Parish Council meeting held on Monday 14 February 2022

Proposed Cllr Graham Pickhaver, seconded Cllr Edwards

Approved

2022/37 To invite public participation including reports from County Councillor, District Councillor and SNT

County Cllr Aquarone reported that he was still pursuing rural road safety as he had been for the last five years. He is working with the Constabulary to train more beat offices to use handheld guns, support more community speedwatch schemes and procure an additional speed van in Norfolk and extend the hours of use. He also shared his views on the Western Link and the war in Ukraine. He also said that David Ramsbotham an ex county councillor for Briston is taking part in the Norfolk Coast Mighty Hike for Macmillan and supplied a link for people to support him. Cllr Mrs Green said that she was also taking part in this hike.

District Councillor Jolanda Stenton was unable to attend as she has Covid

SNT Graham Gower-Smith sent his apologies and a short report saying that the SNAP priorities for the next three months were to deter the theft of heating oil and ASB as a result of moped use.

There were no questions or comments from the public.

2022/38 To discuss matters arising from the minutes of the Briston Parish Council meeting held on Monday 14 February 2022

2022/08 comments from the council have been sent to North Norfolk District Council

2022/11 the clerk has been in touch with a couple of vendors who wish to use the village green for their street food vans

2022/14 letter of congratulations has been sent to the Astley School

2022/18 it is only envisaged that the community orchard will be open when the fruit is ready for picking

These minutes are unconfirmed until approved by Briston Parish Council

2022/39 To consider and make observations on any planning applications which may be received

None received

2022/40 To discuss ways of attracting candidates for the vacancy on the parish council

Cllr Matthew Pickhaver suggested putting something on Facebook and make it more personal and attractive. Cllr Mrs Green said that any material going out would need to tell people exactly what being a parish councillor entailed. People don't know and it needs to be pointed out that this would not take over a person's whole life. Cllr Barr said a notice needs to go in the Briston & District News and Cllr Mrs Green said that a notice needs to go in Graves Butchers.

Action: Clerk

2022/41 To discuss and agree the time, date and format for the Annual Parish Meeting

It was suggested that Simon Kinder be invited to talk about the history of Briston. User groups would be invited and the meeting would be advertised in the Briston & District News and Facebook pages and the parish council website. Cllr Matthew Pickhaver will contact Mr Kinder to find his availability between 16 and 23 May

Action: Cllr Pickhaver

2022/42 To discuss and approve the position and colour of the village gates

After discussion it was proposed by Cllr Edwards that the gates be positioned as the recommendation from Norfolk County Council and the colour is white. Seconded by Cllr Girling. There were four votes for the proposition and four against for the colour. The chairman's casting vote was for white

Approved

2022/43 To discuss and approve the positioning of the Covid Memorial Plaque

Cllr Chilton proposed that the plaque go on the wishing well on the open space at the junction of Church Street and Old Post Road. Seconded by Cllr Edwards.

Approved

2022/44 To discuss and approve the design, size and positioning of the River Bure poster

Various options were presented for siting this poster including on the railings of the footbridge over the River Bure at Hall Street, free standing on the verge next to the river and on the wall of 108 Hall Street. Cllr Girling proposed that it be free standing. Seconded by Cllr Graham Pickhaver.

Approved

2022/45 To receive a report on the Briston walks sign on the Three Horseshoes and agree on reinstatement

Cllr Chilton said that if the sign was put in a wooden frame this would mask the damaged corners. It was agreed to send the sign over to Cllr Twiddy who will look at the damage and come up with suggestions for its repair.

Action: Cllr Twiddy

2022/46 To receive an update on the allotments including rents received and the recent theft and fire on the Pools

The clerk apologised that she had not got an update as the program was down. She said that there were about five tenants who had still not paid. Unfortunately there have been two incidents on the Pools, recently at the Church Street end. One tenant had some tools and a hose stolen and another his shed burnt down.

2022/47 To approve a request from the clerk to attend the Norfolk PTS Spring Seminar

Proposed for approval by Cllr Chilton. Seconded by Cllr Barr.

Approved

2022/48 To receive an update on the events being organised by Briston Parish Council to celebrate the Queen's Jubilee on Thursday 2 June and Friday 3 June

The clerk reported that she had sent an update round before the meeting on the events being planned. Since then she had approached Hannah Jackson to give the Proclamation on Thursday 2 June. She would also be having a meeting with Cllr Mrs Green to discuss further the plans for Friday 3 June and in particular the pram race. Cllr Twiddy is looking at organising a vintage tractor display.

2022/49 To receive a report on the cost comparisons between the emptying of litter bins and dog bins by North Norfolk District Council and to take any decisions which may be needed

The clerk presented a paper which showed that if the dog bins were replaced by litter bins there would be a small saving in emptying costs. However this would be far outweighed by the initial set up costs of replacing the dog bins with litter bins. Cllr Mrs Green said that if the dog bins were replaced by litter bins signs would be needed on them to say that dog poo could be put in them. She also said that a dog bin was required near Cuckoo Bridge as this was a part of a popular walk for dog owners and there was nowhere for them to leave dog poo.

Cllr Twiddy proposed that things be kept as they are. Seconded by Cllr Edwards **Approved**

Cllr Mrs Green proposed that costs and feasibility of putting a dog litter bin near Cuckoo Bridge be looked at. Seconded by Cllr Barr **Approved**

2022/50 To agree to renew the street lighting energy contract with SSE for the next 24 months

Cllr Chilton said that as a significant number of street light bulbs had been replaced by LED the cost of energy should have come down but in fact it had gone up considerably with the major increase in the standing charge. He offered to contact SSE with regard to this. The clerk will find out what the rate is if the fixed price contract is not renewed. Cllr Chilton proposed that if the variable rate is more attractive the council will go for that. If not the fixed term contract will be renewed before it expires on 1 April 2022. Seconded Cllr Girling. **Approved**

2022/51 To agree and accept the appointment of a contractor and their costings to operate the open spaces grass cutting for the 2022 season

The clerk said that she had two quotations for the grass cutting. One from Beechwood Landscapes totalling £11,100 and one from CGM totalling £5565. Cllr Edwards proposed that the quotation from CGM be accepted. Seconded Cllr Graham Pickhaver. **Approved**

2022/52 To approve and sign the Annual Governance Statement for the AGAR for 2022

This item had to be deferred as KPF Littlejohn, the external auditors, has not produced the packs for 2021/2022 yet.

2022/53 To approve the bank statement for February 2022 and the payments for March 2022

Proposed for approval by Cllr Matthew Pickhaver, seconded by Cllr Girling. **Approved**
Cllr Chilton said that the council should consider what to do with the surplus at the next meeting.

Bank Statement 29 Jan – 25 Feb 2022

Date	Description	Money out £	Money in £	Balance £
29 Jan	Start balance			17,829.42
31 Jan	DD 1&1 Internet	8.21		17,821.21
31 Jan	Direct credit – allotment rent		20.00	17,831.21
1 Feb	Direct credit – allotment rent		20.00	17,851.21
1 Feb	Direct credit – allotment rent		20.00	17,871.21
4 Feb	ASD Deposit Fakenham – Christmas Tree Festival donation		25.00	17,896.21
4 Feb	ASD Deposit Fakenham – Christmas Tree Donation		85.00	17,981.21
4 Feb	Direct credit – allotment rent		20.00	18,001.21
4 Feb	Deposit Fakenham – Higginbottom loan repayment		1,471.00	19,472.21
7 Feb	Direct credit – allotment rent		10.00	19,482.21
7 Feb	Direct credit – allotment rent		20.00	19,502.21
8 Feb	DD Plusnet	26.76		19,475.45
9 Feb	Direct credit – allotment rent		20.00	19,495.45

9 Feb	Direct credit – allotment rent		20.00	19,515.45
14 Feb	DD Pozitive Energy	10.94		19,504.51
14 Feb	Direct credit – allotment rent		40.00	19,544.51
15 Feb	Direct credit – allotment rent		20.00	19,564.51
18 Feb	Cheque – Wyer office CCTV	302.40		19,262.11
18 Feb	Direct credit – allotment rent		20.00	19,282.11
21 Feb	DD Southern Electric	349.08		18,933.03
21 Feb	Cheque – TT Jones street lights	488.64		18,444.39
21 Feb	Cheque - NNDC Bin emptying	348.70		18,095.69
22 Feb	Cheque – repayment PPE	26.99		18,068.70
22 Feb	ASD Deposit Fakenham – allotment rents		100.00	18,168.70
22 Feb	Deposit Fakenham – allotment rents		255.00	18,423.70
23 Feb	Cheque – repayment stakes, flag, etc	44.90		18,378.80
24 Feb	Cheque – Blackwater Christmas trees	312.00		18,066.80
24 Feb	Cheque – Husar tree work Wellington Road	1,440.00		16,626.80
24 Feb	Cheque – CGM hedge work	908.57		15,718.23
24 Feb	Cheque – Anglian Water Stone Road allotments	21.47		15,696.76
24 Feb	Cheque – HMRC PAYE December	240.23		15,456.53
24 Feb	Cheque – HMRC PAYE January	240.23		15,216.10
25 Feb	Balance carried forward			15,216.10
	Total payments/receipts	4,769.32	2,156.00	

Payments March 2022

	£	Total
Cheques		
Maggie Deeley (this is the Covid grant for the Archery Club. The Archery Club has no bank account at present. Original Cheque returned)	200.00	
Norfolk Parish Training and Support Training courses for Becky Green	84.00	
HMRC PAYE February	240.43	
MAE Bookkeeping – Payroll February	20.00	
Blyth & Wright monthly account – weedkiller and disinfectant	23.35	
NALC Annual subscription 2022/23	424.25	
Out of the Box – Walking leaflet number five	165.00	
Out of the Box – Design of River Bure panel	45.00	
Higginbottom Recreational Charity – office rent February	100.00	
Purple Chilli Ltd – Silent Disco equipment hire (please note it is hoped that this cost will either be met by a grant or sponsorship)	357.60	
Viking stationery – copier paper, pens etc	128.05	

Thaxters Timber & Forestry – hedging stakes (repayment to J English)	24.97	
Anglian Water – Stone Road Allotments from 10 December to 09 March	19.52	1832.17
Standing Orders and Direct Debit		
Plusnet – telephone/broadband	29.82	
Southern Electric – Street lighting energy February	349.08	
Southern Electric – street lighting energy March	323.10	
Handyman salary – February	299.53	
Clerk salary – February	664.00	
IONOS	8.40	1673.93
	Total	3506.10

2022/54 To receive a report from the Higginbottom Recreational Charity – Cllr Moulton

In the absence of Cllr Moulton, Cllr Chilton reported that there were two vital roles that were filled with regard to the management of the Briston Pavilion. These were the treasurer and caretaker. There was now a need for a booking clerk/administration person. An advertisement will go out for this position. It had also been suggested that perhaps all the management of the Briston Pavilion could be handed over to an external company. Cllr Chilton is also sorting out a bank account for the Briston Pavilion Management Committee.

2022/55 To receive a report from the Copeman Centre Management Committee – Clerk

There has been no meeting since the last parish council meeting

2022/56 To invite public participation

No questions or comments were received from the public present.

2022/57 Any other business including items for the agenda of the April meeting of the parish council.

This item is for discussion only. No items can be discussed under this item or decisions made

Cllr Girling reported that he had had a meeting with Mr Colin Eggleton who said that all road matters now had to be reported directly to Norfolk County Council as they no longer had staff monitoring the condition of roads, signage, etc. He also said that Mr Eggleton had the Briston sign in his workshop and needed instructions from Briston Parish Council in order to repair it.

Cllr Edward reported that the Briston sign just before the Co-op in Melton Constable is rotten.

Cllr Chilton asked that suggestions for using the surplus money from the 2021/2022 precept be put on the agenda for the next meeting.

2022/58 The next scheduled meeting of the parish council is Monday 11 April 2022.

The meeting closed at 8.45pm

Signed:

Dated:

