

BRISTON PARISH COUNCIL

The Parish Office

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Minutes of the meeting of Briston Parish Council held on Monday 11 April 2022 at 7pm in the Copeman Centre, Briston

Present: Cllr Pete Moulton Chairman
Cllr Ian Chilton Vice Chairman
Cllr Mrs Becky Green
Cllr Dave Chambers
Cllr Simon Twiddy
Cllr Les Edwards
Cllr Ian Seward
Cllr Matthew Pickhaver
Cllr Graham Pickhaver
Cllr Martyn Barr
Cllr Terry Girling

Clerk: Mrs Jenny English

2022/59 To consider and accept apologies for absence

None. All councillors present.

2022/60 To agree on a proposal to co-opt one member to Briston Parish Council to fill the vacancy

Proposed Cllr Chambers. Seconded Cllr Barr.

Approved

2022/61 To co-opt one member to Briston Parish Council

Owing to withdrawal of applicant this item was deferred.

2022/62 To record declarations of interest from members on any item on the agenda

Cllrs Edwards and Barr – payments

2022/63 To approve the minutes of the Briston Parish Council meeting held on Monday 14 March 2022

Proposed Cllr Graham Pickhaver. Seconded Cllr Edwards.

Approved

2022/64 To invite public participation including reports from County Councillor, District Councillor and SNT

There were apologies from County Councillor Aquarone and District Councillor Jolanda Stenton. Cllr Aquarone sent a report which was distributed to councillors earlier. Nothing was heard from the SNT representative.

Steve Holmes from 'Battling On' which is being set up in Kinsley Wood gave an update on progress. Local groups have shown interest in the facilities and some have been to visit. On 30 April the Three Horseshoes is holding a coffee morning to raise funds to help continue with work on the site. Saturday 7 May there will be an opportunity for people to go and look at the site and on 17 June Falkland Veterans will commemorate the end of the war. There will be an official opening day in September. A five year plan is being developed and the Woodland Trust and Wildlife Trust are involved with the development of the site.

2022/65 To discuss matters arising from the minutes of the Briston Parish Council meeting held on Monday 14 March 2022

Village gates. The clerk has been given no date from Norfolk County Council with regard to the installation of these.

Village sign. The clerk has heard nothing about the refurbishment of this.

2022/66 To consider and make observations on the following planning applications and any others which may be received:

NNDC Ref: PF/22/0689. Proposal: Single storey rear extension to dwelling, alterations to garage to enable conversion to habitable space, porch or front; dormers to front elevation and roof lights to rear to facilitate conversion of loft to habitable space. Location: 134 Hall Street, Briston, Melton Constable, Norfolk NR24 2LQ

The parish council decided to support this application

NNDC Ref: PO/22/0062. Proposal: erection of detached agricultural workers dwelling house – outline all matters reserved. Location: Land Off, Horseshoe Lane, Briston, Norfolk. Re-consulting because NNDC has received amended plans.

The parish council will object to this application because of access from the site into the lane. Horseshoe Lane is extremely narrow and there are no passing places or parking places. There is already a dwelling on this site which is a permanent static caravan and this application will effectively double the dwellings on the site.

NNDC original ref: PO/21/1474. PINS Appeal Ref: APP/Y2620/W/21/3288929 Appeal under Section 78. Brambles Farm, Thurning Road, Briston, NR24 2JW. Erection of 3 no. two-storey dwellings following demolition of agricultural buildings – outline with all matters reserved.

Briston Parish Council agrees with the findings of the planning officer, at North Norfolk District Council and will write to the Planning Inspectorate and say this.

The clerk said that, following a complaint she had been in touch with North Norfolk District Council with regard to 8 Woodfield, Briston, NR24 2JY which is in a state of disrepair. She had received a letter from the enforcement officer saying that he would arrange a site visit and report back after this.

2022/67 To discuss format of the Annual Parish Meeting which will take place on Thursday 19 May

It was agreed that there will be updates on the planning of the Jubilee celebrations, a short update from the parish council including speeding and parking problems. The Rev Trudie Morris will also be invited to speak before the main speaker, Simon Kinder. Local organisations will be invited to have a display.

2022/68 To receive update on the River Bure notice board to be positioned on the Hawthorns Estate

Cllr Barr was congratulated on his visualisation on how the board would look on the verge at the Hawthorns Estate. The clerk reported that she had sent this and other details to North Norfolk District Council for permission as they own the land. She had had no reply and will chase them. **Action: Clerk**

2022/69 To receive an update on Briston walks sign on the Three Horseshoes and its reinstatement

The meeting congratulated Cllr Twiddy on the superb job he had done in making a frame for the board. Cllr Chilton proposed a vote of thanks to Cllr Twiddy and that this job goes ahead and the board is reinstated. Seconded by Cllr Girling. **Approved**

2022/70 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

Cllr Twiddy reported that he had signed up 12 tractors for the gala day on 3 June. Cllr Green reported that things were moving fast and there was a lot of interest from various people who wanted stalls and to bring in a street food stall. She requested a trophy for the pram race. The committee will survey the village green to plan where every attraction can go for this event.

2022/71 To receive an update on the renewal of the street lighting energy contract with SSE for the next 24 months

This work was carried out by Cllr Chilton and the clerk and they were thanked for their efforts. Cllr Chilton reported that the new 24 month contract would cost approximately an extra £92 per month over the old contract. As SSE needed agreement by 31 March the new contract was accepted. Cllr Chilton is investigating with TT Jones to find the wattage consumption of LED lamps as opposed to sodium.

2022/72 To agree on two new signatories for the CCLA Charities Investment Fund

Cllr Moulton proposed Cllr Chambers and Cllr Graham Pickhaver. Seconded by Cllr Seward. **Approved**

2022/73 To discuss whether councillors should have stand alone email addresses for parish council business

The clerk introduced this item by saying it was common practice among some councils and district and county councillors that councillors would have a council email address for all council business emails. Part of this was to safeguard personal information should a problem arise if their personal email address was being used for parish council business. Cllr Barr said that he would access the IONOS dashboard to see if email addresses could be set up for councillors using this. **Action: Cllr Barr**

2022/74 To approve the asset register list

Proposed Cllr Barr. Seconded Cllr Matthew Pickhaver. **Approved**

2022/75 To discuss ways to spend the surplus money from the 2021/2022 precept

Cllr Chilton said that there was some £11,000 surplus and about half of this should be set aside to increase the reserve. This would leave about £5,500 but there are still some outstanding debts.

Cllr Chilton proposed that £5,000 be transferred to the CCLA Public Sector Deposit Fund. Seconded by Cllr Seward. **Approved**

Cllr Moulton proposed that some of the surplus be spent on a springer and chimes for the Plantation Hill play area. Seconded by Cllr Twiddy. **Approved**

2022/76 To approve and sign the Annual Governance Statement for the AGAR for 2022

Proposed by Cllr Chilton. Seconded by Cllr Edwards. **Approved**

2022/77 To approve the bank statement for March 2022 and the payments for April 2022

Proposed Cllr Chilton. Seconded Cllr Edwards **Approved**

Bank Statement 26 Feb – 31 March 2022

Date	Description	Money out £	Money in £	Balance £
26 Feb	Start balance			15,216.10
28 Feb	SO Handyman – salary February	299.54		14,916.56
28 Feb	SO Clerk – salary February	664.00		14,252.56
1 Mar	Cheque – ICO date protection	40.00		14,212.56
2 Mar	DD 1&1 Internet	8.40		14,204.16
3 Mar	Cheque – Hubbard River Bure artwork	160.00		14,044.16
3 Mar	Cheque – Mrs Edwards Payroll Dec/Jan	40.00		14,004.16
3 Mar	Direct credit – allotment rent		20.00	14,024.16
7 Mar	Cheque – Higginbottom office rent Dec/Jan	200.00		13,824.16
7 Mar	Direct credit – allotment rent		20.00	13,844.16
8 Mar	DD Plusnet	29.82		13,814.34
17 Mar	Cheque – Rialtas software licence	297.60		13,516.74
21 Mar	DD Pozitive Energy – village green	9.64		13,507.10
21 Mar	DD SSE – street light energy	349.08		13,158.02
24 Mar	Cheque – Auditing Solutions – internal	510.00		12,648.02

	audit			
25 Mar	Cheque – Mrs Edwards payroll February	20.00		12,628.02
25 Mar	Cheque – Viking stationery	128.05		12,499.97
28 Mar	SO Handyman – salary March	299.54		12,200.43
28 Mar	SO Clerk – salary March	664.00		11,536.43
28 Mar	Cheque – HMRC PAYE February	240.43		11,296.00
28 Mar	Cheque – Blyth & Wright supplies for ground maintenance	23.35		11,272.65
28 Mar	Cheque – Anglian Water Stone Road allotments	19.52		11,253.13
28 Mar	Direct credit from HMRC VAT reclaim		4,192.15	15,445.28
30 Mar	DD 1&1 Internet	8.40		15,436.88
30 Mar	NPTS – new councillor training	84.00		15,352.88
30 Mar	Cheque – Purple Chilli Silent Disco	357.60		14,995.28
30 Mar	Deposit Holt – allotment rents		80.00	15,075.28
30 Mar	Deposit Holt – allotment rents		40.00	15,115.28
30 Mar	Deposit Holt – allotment rents		40.00	15,155.28
31 Mar	Cheque – J English/Thaxters fence posts	24.97		15,130.31

Payments April 2022

	£
Anglia Mowers Mountfield lawn mower servicing	176.70
Anglia Mowers Stihl servicing	167.20
Sure Computer Services repair of Lenovo	205.80
Cartridgesave ink jet cartridges	107.99
R Twiddy pay rise back pay	60.63
J English pay rise back pay	139.56
TT Jones street lighting maintenance April-May-June	127.20
Blyth & Wright paint	28.78
Norfolk Parish Training & Support Update Seminar	60.00
P Minns Home & Garden Maintenance Church Yard grass cutting	406.25
P Minns Home & Garden Maintenance Salvation Army grass cutting	90.00
A Kwissa Sensory Garden Plantation Hill	485.00
J English Repayment for petrol for mower	18.09
Higginbottom Recreational Charity Office rent March	100.00
Higginbottom Recreational Charity Electricity from 30/11/21 to 31/03/22	257.01
HMRC PAYE March	314.49
Out of Box Publishing Walks leaflet	£165.00
Total	2909.70

Standing Orders/Direct Debits

Pozitive Energy - power supply village green	9.64
Plusnet - telephone	32.24
SSE – street light energy	384.85
Handyman – salary March	299.54
Clerk – salary March	664.00
Pozitive Energy – March	22.03
Total	1412.30

2022/78 To receive a report from the Higginbottom Recreational Charity – Cllr Moulton

Cllr Moulton reported that things were moving towards a separation of the Higginbottom Recreational Charity and the Briston Pavilion. This would be sorted out at a public meeting on Thursday 13 April when there would be discussion with the public to see if a management committee could be formed. At present there was £29,596 in the bank and income is now slightly more than the outgoings. A new electrics contract is being sorted out through Eon.

2022/79 To receive a report from the Copeman Centre Management Committee – Clerk

The clerk reported that at a recent meeting it was reported that the major expenditure recently had been for oil for the heating system. This was over £1,000 but it was hoped that this would last until September. A hire review would take place in view of the increased costs. The sound and vision system is still causing problems for users. The nursery school is full and there is a waiting list. Other regular users are returning after the pandemic.

2022/80 To invite public participation

There was a request that the Union Flag is flown the right way up for the Jubilee celebrations. A member of the public asked how the provision of a shed for the archery club was progressing and the clerk replied that she was looking for grants to finance it.

2022/81 Any other business including items for the agenda of the May meeting of the parish council.

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

Cllr Chambers said that an item regarding speeding on the main road through the village should be put on each agenda until this was sorted out. Cllr Chilton said that he had carried out a survey on behalf of Briston Parish Council. This had been sent to Highways at Norfolk County Council but it hadn't been successful in getting anything done. Cllr Aquarone is also trying to get something done. It was suggested that a copy should be sent to Duncan Baker MP.

Cllr Graham Pickhaver asked that the Action Plan be put on the next agenda. He felt that the closing of Holt Hall is really sad and felt that the council should write to Norfolk County Council saying this. Cllr Graham Pickhaver will write and draft letter and send it to the clerk for her to send to Cllr Peck, who is in charge of this at Norfolk County Council.

Cllr Matthew Pickhaver reported that he had put a statement, as a private individual on the village Facebook page in answer to criticism of Briston Parish Council.

It was requested that the By-laws be put on the next agenda for clarification.

Walk number 6 has been produced and this completes most of the walks available in Briston.

Cllr Girling asked if anything had been done about the car, being used for storage on the Church Street car park. Cllr Graham Pickhaver agreed to put a letter on the windscreen.

2022/82 The next scheduled meeting of the parish council is the Annual Parish Council Meeting which will be held on Monday 9 May 2022.

The meeting closed at 8.45

Signed:

Dated: