

# BRISTON PARISH COUNCIL

The Parish Office

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Minutes of the meeting of Briston Parish Council held on Monday 13 June 2022 at 7pm in the Copeman Centre, Briston

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

Clerk: Mrs Jenny English

## **2022/107 To receive and accept apologies for absence**

None. All members present

## **2022/108 To record declarations of interest from members on any items on the agenda**

Cllrs Barr and Edwards – payments

## **2022/109 To approve the minutes of Briston Parish Council meeting held on Monday 9 May 2022**

Proposed by Cllr Barr, seconded by Cllr Moulton

**Approved**

## **2022/110 To invite public participation including reports from County Councillor, District Councillor and SNT representative**

County Cllr Steffan Aquarone sent his apologies

District Cllr Jolanda Stenton reported that Cllr Pauline Grove-Jones had been appointed as Chairman of North Norfolk District Council and Cllr Sarah Butikofer Vice chairman.

There was no representative from the SNT

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

## **2022/111 To discuss matters arising from the minutes of the Briston Parish Council meeting held on Monday 9 May 2022**

2022/96. The Action Plan has been updated to include the River Bure project

2022/99. A reply had been received from Duncan Baker MP. It was thought that a further letter should be sent to Duncan Baker with regard to the doctors surgery.

2022/93. Cllr Chambers expressed his opinion that the vote with regard to the Higginbottom Recreational Charity was taken under duress as the public was present. He further said that any matters concerning the Higginbottom Recreational Charity should come back to Briston Parish Council as it is the Corporate Trustee.

2022/106. The chairman reported that the Annual Parish Meeting had been a great success with approximately 40 people attending. Several local organisations gave reports including the Wives Group, the Astley School and All Saints' Church. The new priest in charge of All Saints' Church, Dr Trudie Morris introduced herself. Simon Kinder gave a very interesting and informative illustrated talk on aspects of old Briston

2022/95. The chairman thanked everyone who was involved in the beacon lighting and gala to celebrate the Queen's Platinum Jubilee on 2 and 3 June 2022. He especially thanked the working group who had made these events possible and everyone else who had helped and supported the event. He also congratulated everyone as over 300 people had attended the beacon lighting ceremony and about 1,000 came to the Jubilee Gala.

**2022/112 To consider and make observations on the following planning applications and any more which may be received:**

**NNDC Ref: PF/22/1395 Detached 4 bay garage/car port with domestic studio/office and storage on first floor**

**Craymere Lodge, Craymere Road, Briston, Melton Constable, Norfolk NR24 2LS**

Cllr Moulton proposed that the council support this application. Seconded by Cllr Girling **Approved**

**NNDC Ref: PF/22/1376 Removal of existing conservatory and erection of single storey extension**

**Jolyn, Mill Road, Briston, NR24 2JF**

Cllr Mrs Green proposed that the council support this application. Seconded by Cllr Chilton **Approved**

**NNDC Ref: RV/22/1354 Removal of Condition 4 (holiday use only) of planning permission PF97/1039 to allow use as permanent residential dwelling**

**2 Factory Farm Cottages, Craymere Road, Briston NR24 2LS**

**NNDC Ref: PU/22/1359 Change of use of agricultural building to one smaller dwelling house (Class C3)**

**1 Factory Farm Cottages, Craymere Road, Briston NR24 2LS**

**NNDC Ref: PU/22/1360 Change of use of agricultural building to a dwelling house (Class C3)**

**3 Factory Farm Cottages, Craymere Road, Briston NR24 2LS**

The four applications above were taken as one item. Cllr Moulton proposed that these applications be objected to for the following reasons and seconded by Cllr Chambers **Approved**

The access road/track is extremely narrow with no room for service vehicles to use it. It would also appear that the cottages have no right of way over the access road/track

There are no services in place at present

There is a lack of accommodation in each cottage

A ruling made in 1997 stated that holiday accommodation cannot become a permanent home.

**2022/113 To receive and approve a request from Ms R Gilding to hold a fun day on the village green on 27 August 2022**

Cllr Graham Pickhaver proposed that this request be approved as he said that he thought that the more people who used the village green the better. Seconded by Cllr Chilton **Approved**

**2022/114 To discuss and approve the design and print of one more Briston walk leaflet – Cllrs M Pickhaver and Barr**

Cllr Matthew Pickhaver said the council had agreed to fund the six existing walk leaflets which had been done and are popular. It was felt that there was scope for one more long walk which would be a grand circle. The cost for design and print would be £165.00. He proposed that this be accepted. Cllr Mrs Green seconded. **Approved**

**2022/115 To receive an update on the speedwatch situation and approve a request for a new battery for the SAM – Cllr Edwards**

Cllr Edwards reported that despite advertising there was still no one who was willing to take part in a speedwatch group. The batteries from the existing SAM equipment were now defunct and he proposed that two more were purchased at a cost of £84 each. Seconded by Cllr Seward **Approved**

A member of the public said that they thought it would be beneficial if a speedwatch monitoring system was erected near the Three Horseshoes and they would support this if the council put this proposal forward.

Cllr Graham Pickhaver said that he thought that the 30mph signs were too small and that the signage is adequate for the road.

The formation of a speed watch group will go on the July agenda of the parish council meeting.

**Action: Clerk**

**2022/116 To formulate a plan to involve parishioners in choosing where and in what form the village Christmas lights should be for 2022 – Clerk**

The clerk reported that the tree which was decorated on the village green had now grown so large that the only way to access it was by cherry picker which was expensive. She also thought that perhaps there should be more than one site for decorations, such as the Plantation Hill estate and was looking for suggestions. The following suggestions were made:

Some sort of decoration round the village sign outside the Co-op in Church Street

A big Christmas tree on the village green and one near the memorial in Wellington Road. Simon Twiddy reported that a 12'0" tree from Salle would cost in the region of £200.00

Cllr Mrs Green said that if it was suggested that a lot of lights go up all over the place it would be cheaper to hire a cherry picker.

It was reported that £200.00 had been precepted for Christmas lights.

Cllr Moulton proposed that costings and ideas be investigated for presentation at the next parish council meeting. Seconded by Cllr Mrs Green

**Approved**

**2022/117 To discuss and approve contacting a solicitor for advice on the process of separating the Higginbottom Recreational Charity from the trusteeship of Briston Parish Council**

Cllr Moulton said that the Charity Commission has a whole list of requirements which he has. These need to be read before any legal advice is taken.

Cllr Matthew Pickhaver said that there was a public meeting on Thursday and no legal advice was needed at present. However at some stage legal advice should be sought to safe guard the parish council, councillors and the new trustees.

Cllr Chambers said he was concerned about the process and he thought it would be simpler to hand over the Pavilion to a management committee.

Cllr Graham Pickhaver said that the Charity Commission only give advice and he proposed that the council seek legal advice, as needed to see what the position is. Seconded by Cllr Chambers.

**Approved**

**2 against**

**2 abstentions**

**2022/118 To discuss altering the signage on the village green to reflect change to the status of horses and the problem of horses galloping at speed on the green and to agree any relevant proposals made for these items**

The clerk reported that when she and Cllr Mrs Green were on the green recently they were concerned to see a horse galloping over it at full pelt. Cllr Mrs Green approached the rider and she said that Mrs Grand had given her permission to gallop over the green. Cllr Mrs Green had approached Mrs Grand about this. She did not know the riders and had not spoken to them about this. Cllr Chilton asked if there were any guidelines with regard to riding of horses in public places and most riders should have public liability insurance. A member of the public present said that she thought that if the existing signage was amended to read: 'Would horse riders please refrain from cantering and galloping over the village green' this would alleviate the problem. Cllr Barr will look at altering the sign

**Action: Cllr Barr**

**2022/119 To receive a report on website management – Cllr Barr**

Cllr Barr said that he needed someone to take over this task. It took about two and a half hours a month using Wordpress which was simple to use. He will train up someone. Cllr Seward said that he would be prepared to do this after July.

Cllr Matthew Pickhaver reported that at a recent meeting of parish council chairmen it was reported that young people used Instagram. One council has a 'Friends of the Parish Council' group. This to be put on the agenda for the July meeting.

**Action: Clerk**

Cllr Chambers thought that a PR person was needed to put forward the parish council's views.

**2022/120 To discuss and decide whether to be part of an initiative run by Norfolk County Council to put a bid into the Local Electric Vehicle Infrastructure fund to pay for a number of new electric vehicle charging points across the county**

Cllr Girling suggested that this charging point should go on the Church Street Car Park. A member of the public said that this would increase tourism and it was something that he would like in the Three Horseshoes car park as suggested by Norfolk County Council. Members of the public could use it without going into the Three Horseshoes. He thought it critical that Norfolk County Council take responsibility for the charging point.

Cllr Barr proposed that the parish council bid for a charging point at the Three Horseshoes and another in the Church Street Car Park. Seconded by Cllr Seward.

**Approved**

**2022/121 To discuss and decide what to do about encroachment by a resident onto the Parish Council owned open space at Garden Close**

It was suggested that to clear this area the village handyman trim it down.

**2022/122 To discuss and approve signage to the Church Street Car Park to read: 'All vehicles parked on this car park must have valid tax, insurance and MOT and be road worthy'.**

Proposed by Cllr Girling. Seconded by Cllr Moulton

**Approved**

**2022/123 To approve the bank statement for May and the payments for June**

Ian Chilton asked if TT Jones had carried out the upgrading of the four street lights and would the change to LED lights mean that the electricity consumption would decrease.

Proposed for approval by Cllr Moulton. Seconded by Cllr Chilton

**Approved**

**Statement 30 Apr – 30 May 2022**

Date	Description	Money out £	Money in £	Balance £
30 Apr	Start balance			35,980.81
10 May	DD Plusnet	32.14		35,948.67
10 May	Direct Credit paid in error – should be All Saints' Church 100 club		24.00	35,972.67
19 May	DD Pozitive Energy	26.59		35,946.08
23 May	DD Southern Electric	609.86		35,336.22
24 May	Cheque – TT Jones Street light upgrade	1,472.40		33,863.82
24 May	Cheque – Wyer office lights and socket	82.14		33,781.68
26 May	Cheque – Viking stationery	70.91		33,710.77
30 May	SO Village handyman salary May	299.54		33,411.23
30 May	SO clerk handyman salary May	664.00		32,747.23
30 May	Balance carried forward			32,747.23
	Total payments/receipts	3,257.58	24.00	

**Payments June**

	£
Paul Minns – churchyard and Salvation Army grass cutting April	496.25
Out of the Box – design and print posters, flyers and logos for Queen's Jubilee	365.00
Out of the Box – design and print logo inserts for rosettes	33.00
Norfolk Parish Training and Support - Induction for councillors course	44.00

MAE Booking – payroll May	20.00
Sure Computer Systems – keyboard and mouse	29.00
Rafters - office cleaning May	48.00
Blyth & Wright – gloves and paint	28.32
CGM – grass cutting May	954.00
CGM – grass cutting June	954.00
Higginbottom Recreational Charity – office rent April and May	200.00
NGF Play – springers for Plantation Hill play area	2,162.40
Repayment J English – refreshments for Annual Parish meeting	7.29
Paul Minns – churchyard and Salvation Army grass cutting May	496.25
Briston Parochial Church Council – subscription paid in error to Briston PC	24.00
National Allotment Society – annual subscription	55.00
Philip Basham – Honky Tonks – Jubilee Gala	250.00
<b>Total</b>	<b>6,166.51</b>

#### **Direct debits and standing orders**

IONOS May	8.40
Plusnet – May	32.14
Plusnet – June	32.14
Southern Electric – April	609.86
Southern Electric – May	553.55
Pozitive Energy – April	22.03
Pozitive Energy – May	26.59
J English – May	675.53
J English – April	675.73
R Twiddy – May	298.45
R Twiddy – April	298.45

#### **Money in**

The Public Sector Deposit Fund – Statement 30 April 2022  
Balance of shares held on 01/04/22 £38,108.44  
Dividend £15.31 on 01/04/22  
Reinvested and carried forward on 30/04/22 £38,123.75

#### **2022/124 To receive a report from the Higginbottom Recreational Charity – Cllr Moulton**

Cllr Moulton said that his report had already been covered in minute 2022/117

#### **2022/125 To receive a report from the Copeman Centre Committee – Clerk**

The clerk reported that the Copeman Centre had recently held its AGM. The committee was re-elected. There were still problems with the audio visual system. Bookings were picking up and the booking system was now computerised.

#### **2022/126 To invite public participation**

A member of the public reported that he was upset that Openreach had recently installed three new telegraph poles in Hall Street in, what he thought were inappropriate places. One of these is in front of the noticeboard by the alley to the Recreation Ground.

The owner of the Three Horseshoes reported that they are applying for three brown tourist signs to advertise the public house and restaurant. She asked if there was a defibrillator in Briston (yes, outside Graves the Butchers) as she is thinking of installing one at the Three Horseshoes.

The clerk will ask District Cllr Stenton if any more defibrillator training has been organised.

A member of the public thanked the council for organising the Jubilee Gala which she said was a fantastic event and asked if the council were considering holding one very year. Cllr Chilton said that the parish council should be looking at holding more community events.

A member of the public asked what would happen to the Higginbottom Recreational Charity if not enough trustees came forward to run it. Cllr Chilton said that the Pavilion could be run by a management committee with the parish council, as corporate trustee keeping responsibility for the upkeep of the recreation ground. Cllr Graham Pickhaver said that the parish council was moving towards this as it was going to employ a part time administrator to look after the Briston Pavilion. This was now on hold owing to the current situation. The member of the public asked if the Briston Pavilion could be leased to a user and it was agreed this was another possibility.

A member of the public said she had heard nothing but praise for the gala. The only problem was a lack of food stalls. Cllr Mrs Green said that a lot of stalls had been approached but unfortunately not all were able to attend.

**2022/127 To decide on dates for the following:**

Finance & General Purpose Committee meeting to discuss renewal of the parish council insurance policy which runs out on 4 July 2022

Personnel Committee meeting to discuss staff remuneration

It was agreed that these could be held on the same evening on Monday 27 June with the Finance & General Purpose Committee starting at 7pm on Monday 27 June and the Personnel Committee taking place from 7.30pm

**2022/128 Any other business including items for the July meeting of the parish council. This item is for discussion only. No decisions on items not on the agenda can be made**

Agenda items: Gala day for 2023, formation of Speedwatch group, formation of Briston Parish Council Group, signing off of AGAR 2021/2022

Cllr Pickhaver reported that he had attended the recent chairman's meeting which he found very good and informative. There are also meetings for councillors. The clerk attends the meeting for clerks.

Morrissey Builders have not yet mended the seat round the tree on the village green

Cllr Girling sent his apologies for the next parish council meeting

The parish council is still waiting for permission from North Norfolk District Council to install the River Bure information board. The clerk will chase.

The meeting closed at 8.50pm

Signed:

Dated: