

BRISTON PARISH COUNCIL

The Parish Office
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Minutes of the meeting of Briston Parish Council held on Monday 12 December 2022 at 7pm in the Copeman Centre, Briston

Present:	Cllr Matthew Pickhaver	Chairman
	Cllr Graham Pickhaver	Vice Chairman
	Cllr Ian Chilton	
	Cllr Pete Moulton	
	Cllr Terry Girling	

Clerk: Mrs Jenny English

2022/232 To receive and accept apologies for absence

Cllrs Simon Twiddy, Les Edwards and Dave Chambers

2022/233 To record declarations of interest from members on any items on the agenda

None

2022/234 To approve the minutes of Briston Parish Council meeting held on Monday 14 November 2022

Proposed Cllr Chilton. Seconded Cllr Girling

Approved

2022/235 To invite public participation including reports from County Councillor, District Councillor and SNT representative

None

2022/236 To discuss matters arising from the minutes of the Briston Parish Council meeting held on 14 November

This is being held up because the clerk has been unable to get a price for the SAM from Westcotect. She will chase them then apply to the parish partnership for funding

2022/237 To consider and make observations on any planning applications which may be received

PF/22/2837 Alterations to detached garage/workshop to form annexe accommodation

Ivy Dell, High Road, Briston, Melton Constable, Norfolk NR24 2JQ.

No objection or comment

2022/237 To receive and approve the end of year financial forecast including transference of money to CCLA

Cllr Chilton reported that the Parish Council could afford to transfer £5,000 to the CCLA Public Sector Deposit Fund. This is necessary as there is only about £13,000 in reserve and this will still leave surplus money at the end of the financial year.

Cllr Chilton proposed that £5,000 be transferred to the CCLA Public Sector Deposit Fund from Briston Parish Council's Community Account. Seconded by Cllr Graham Pickhaver

Approved

2022/238 To discuss and approve the precept for 2023/2024

Cllr Chilton said that this had been discussed in depth by the Parish Council and himself and the clerk. A final proposal had been presented to the Parish Council where it was proposed to ask North Norfolk District Council for a precept of £56,973 for the financial year 2023 to 2024.

Cllr Chilton proposed asking NNDC for a precept of £56,973. Seconded by Cllr Graham Pickhaver

Approved

2022/239 To discuss a proposal from County Cllr Aquarone to participate in a scheme and offer financial assistance to provide electric charging points at the Three Horseshoes and the village hall

After discussion it was decided that the council would look at other options and possible funding sources.

Cllr Girling proposed that this scheme be turned down as Briston Parish Council cannot commit to spending its share of £5,000 on this. Seconded by Cllr Moulton

Approved

2022/240 To discuss and approve a request from a parishioner who wishes to provide a bench on the village green

The clerk reported that a parishioner wished to provide a bench adjacent to the flagpole on the village green. This would be identical to the benches on Garden Close and come from the same supplier. All costs would be met by the parishioner.

Cllr Graham Pickhaver proposed that this request be accepted. Seconded by Cllr Pete Moulton

Approved

2022/241 To discuss and approve the way forward for the Bonfire and Firework Display for 2023

Cllr Girling proposed that the 2023 Bonfire and Firework Display be held on Friday 3 November. Seconded by Cllr Moulton

Approved

Cllr Chilton reported that the event had £2,600 to spend. If this was all spent on fireworks this would mean that there would be no money to cover hire of the Briston Pavilion, First Aid provision, etc.

Cllr Chilton said that the firework display was spectacular but queried the length as he said that some people were drifting off the recreation ground towards the end. Cllr Girling said that the display lasted for 20 minutes as it always had done.

It was proposed by Cllr Chilton that £2,600 be spent on fireworks. Seconded by Cllr Moulton

Approved

~~The clerk will take over the responsibility for the bonfire as she has grave concerns about how it was handled this year.~~

2022/242 To discuss the possibility of using part of the Briston Pavilion as a warm space from the beginning of January until the end of March 2023 and to agree on any funding from the parish council which might be needed to facilitate this

It was reported by a member of the public that the warm spaces programme had started that day in the centre in All Saints Close and three people had attended.

Cllr Chilton proposed that the Nursery Room be used on a Wednesday afternoons for the month of January to see if it is viable and that the council pay £100 per month to the Higginbottom Recreational Charity to cover the use of electricity. Second Cllr Graham Pickhaver

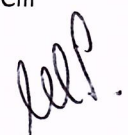
Approved

2022/243 To approve the updated Village Traffic Review and decide and approve a course of action to get this implemented

Cllr Chilton reported that he had revised the 'Village Traffic Review' that he had produced a couple of years ago in line with comments he had received. A meeting had been arranged with him, the clerk and County Cllr Aquarone in early January to discuss this.

Cllr Chilton proposed that the 'Village Traffic Review' be approved and the course of action with County Cllr Aquarone as the initial step. Seconded Cllr Moulton

Approved



2022/244 To approve the bank statement for November and the payments for December

Cllr Chilton said that some bills are approved by the Parish Council before they appear on the monthly statement. These are mainly direct debits and standing orders.

Cllr Chilton proposed that the bank statement for November and the payments for December be approved.

Seconded by Cllr Graham Pickhaver

Approved

Bank Statement 29 Oct – 29 Nov 2022

Date	Description	Money out £	Money in £	Balance £
29 Oct	Start Balance			31,955.09
31 Oct	Cheque - TT Jones street light maintenance	138.65		31,816.44
31 Oct	Cheque – Norfolk PTS training	32.50		31,783.94
1 Nov	Cheque – HMRC PAYE	348.82		31,435.12
4 Nov	Cheque – Higginbottom office rent August	100.00		31,335.12
4 Nov	Cheque – Higginbottom office rent September and electricity	181.97		31,153.15
4 Nov	Cheque – Minns church yard grass cutting	496.25		30,656.90
8 Nov	DD Plusnet – broadband/phone	32.14		30,624.76
9 Nov	DD Pozitive Energy	31.50		30,593.26
9 Nov	Cheque – Scouts hire of climbing wall	165.00		30,428.26
18 Nov	Deposit – firework event takings		2,774.33	33,202.59
21 Nov	DD – Southern Electric street light energy	553.55		32,649.04
21 Nov	Cheque – hire of Briston Pavilion for firework event	200.00		32,449.04
22 Nov	Cheque – Lawnwise – fireworks	3,120.00		29,329.04
22 Nov	Cheque – MAE Bookkeeping payroll October	20.00		29,309.04
23 Nov	Cheque – RBL wreaths/crosses	161.00		29,148.04
24 Nov	Cheque – HMRC PAYE October	348.62		28,799.42
24 Nov	Cheque – Husar tree work	200.00		28,599.42
25 Nov	DD 1&1 Internet	8.40		28,591.02
25 Nov	Cheque – Viking stationery	38.66		28,552.36
28 Nov	SO – handyman salary November	406.67		28,145.69
28 Nov	SO – clerk salary November	837.30		27,308.39
28 Nov	Cheque – Minns churchyard grass cutting October	496.25		26,812.14
29 Nov	Cheque – MAE Bookkeeping payroll September	20.00		26,792.14
29 Nov	Cheque – Cartridge Save	115.36		26,676.78
29 Nov	Balance carried forward			26,676.78
	Total Payments/Receipts	8,052.64	2,774.33	

Payments December 2022

Cheques

Higginbottom Recreational Charity – office rent November	£ 100.00
HMRC PAYE - November	345.41
HMRC PAYE - December and back pay from April 2022	612.96
MAE Bookkeeping – payroll November and December	40.00

These minutes are unconfirmed until approved by Briston Parish Council

Viking – stationery	150.64
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CGM Group – grass cutting October includes credit for missed cuts at Plantation Hill	901.20
Roxanna Hackett – allotment rent paid in error, should have gone to Melton Constable Parish Council	15.00
SLCC – Annual membership fee	177.00
Handyman back pay from April to December 2022	249.82
Clerk back pay from April to December 2022	468.20

Direct Debits and Standing Orders

Plusnet	32.14
Southern Electric	572.20
IONOS – this includes the basic fee for the year and the domain for the year	91.18
IONOS – web hosting	8.40
Handyman – salary November	406.47
Handyman – salary December and back pay from April	406.47
Clerk – salary November	837.10
Clerk - salary December and back pay from April	837.10
Total	6,251.29

Money in

The Public Sector Deposit Fund

Date	Description	Value of shares Bought	Balance of shares held	Share class
01/11/22	Bought forward		38,343.11	
01/11/22	Dividend reinvested	66.07	38,409.18	4
30/11/22	Carried forward		38,409.18	4

2022/245 To approve a report from the Higginbottom Recreational Charity – Cllr Graham Pickhaver

Grant application for Briston Football Club in progress pending re-quotes from tradesmen

Revised hire charges have been circulated to all regular users

One-off bookings continue with a possible four day conference in late January or early February

Various contractors have been contacted to carry out repair work to the Briston Pavilion. Work will start early in 2023.

Access to the Barclays Bank account is limited because of notified changes yet to be confirmed by them

An exercise in branding and advertising will commence in the new year to publicise the facilities in the Briston Pavilion and on the recreation ground to raise awareness of the facilities and to bring in more bookings.

2022/246 To receive a report from the Copeman Centre Committee – Clerk

As the clerk had been unable to attend the last meeting a member of the public, at the meeting who is on the committee of the Copeman Centre reported:

The hedge round the Copeman Centre has not been cut. Clerk will contact the contractor.

A resident in Southgates Way has said that a light from Copeman Centre is shining into her bedroom and this light is on all night. The Copeman Centre Committee will investigate.

2022/247 To invite public participation

None

2022/248 Any other business. This item is for discussion only and no decisions on items not on the agenda can be made

It was agreed that proposals to encourage parishioners to stand for the council at the elections in May would be brought to the next meeting. The clerk will send out the timetable for the elections.

Cllr Girling asked about the hedge cutting on the Church Street Car Park and the clerk replied that she had contacted the contractor and was waiting for a reply.

2022/249 The next meeting of Briston Parish Council will be on Monday 13 February 2023

The meeting closed at 8.20pm

Signed: 

Dated: 13-2-23

