BRISTON PARISH COUNCIL

The Parish Office

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Minutes of the meeting of Briston Parish Council held on Monday 9 October 2023 in the Copeman Centre, Briston at 7pm

Present: Cllr Mrs M Kibblewhite Chairman

Cllr Arthur Kidd Vice Chairman

Cllr Mrs Tracey Kidd

Cllr Maurice Gray

Cllr David Kibblewhite

Cllr Nigel St Quintin

Clerk: Mrs Jenny English

**2023/136 To receive and accept apologise for absence**

Cllr Simon Twiddy

**2023/137 To record declarations of interest from members on any items on the agenda**

Cllrs Arthur and Tracey Kidd declared an interest in planning ref: PF/23/1671

Cllrs Mel and David Kibblewhite declared an interest in the lunch club grant

**2023/138 To approve the minutes of the Briston Parish Council meeting held on 11 September 2023**

Proposed Cllr Mrs Kidd. Seconded Cllr Kibblewhite **Approved**

**2023/139 To invite public participation including reports from County Councillor, District Councillor and SNP**

County Councillor Steffan Aquarone reported that he had tabled a motion against the closure of Benjamin Court. This has been rejected by the council but he will continue to campaign on this issue. He also reported that the council had a plan to move the Sheringham Recycling Centre to a site across the road from the present one. Briston county councillor Emma Coleman is extremely ill and there will be three other district councillors who will take on work from Briston. District Councillor Andrew Brown will answer any questions on the Manor Farm planning application. He reminded the meeting that anyone can make an observation on planning applications but they have to go through the planning portal on NNDC’s website.

A member of the public asked about the replacement street lights and costings. The clerk said that she had a quotation from TT Jones and this would be discussed when this item was reached on the agenda.

Claire Chapman, from NNDC told the meeting about the PositiviTea Event she was organising in the Briston Pavilion on the morning of 18 October and urged people to attend.

**2023/140 To discuss matters arising from the minutes of the Briston Parish Council meeting held on 11 September 2023**

None

**2023/141 To consider and make observations on the following planning applications and any more which may be received**

**NDC Ref: LA/23/2049 Development of existing barn complex to form 11no dwellings with associated car parking and landscaping, including ground mounted PV Array (Listed Building Consent)**

**Location: Manor Farm 44 Fakenham Road, Briston, Melton Constable, Norfolk NR24 2HJ**

Concerns were raised by members of the public including the size of the development, which was larger than anticipated. There were also concerns about the adequacy of the sewage system and the Astley School not being big enough to cope with any more pupils.

The parish council had concerns about the following and will include them in its observations to go to NNDC Planning Department: Gated development which was thought to be totally out of character in a rural village, size of the dwellings, 3 and 4 bedroom only, infrastructure not being able to cope, disruption to traffic along the Fakenham Road. The parish council would also ask for a clause to be put in to prevent the houses on the development being sold as second homes.

**NNDC Ref: PF/23/2057 Conversion of brick built barn to residential use including associated landscaping work.**

**Barn at end of Hazelwood Lane, Ridlands Road, Briston**

There were concerns from a member of the public about access as Hazelwood Lane and Ridlands Road are very narrow and he had concerns that the planning application was inaccurate. There were also concerns about the provision of a diesel generator and the solar panels. It was also pointed out that Hazelwood Lane, which is a private road, was not owned by the developer. The parish council will object to this application citing the above concerns.

**NNDC Ref: PF/23/1671 Use of land for siting of three residential caravans for gypsy/traveller use (part retrospective)**

**7, 8 and 9 Seven Acre Farm, Thurning Road, Briston**  
The parish council agreed to support this application

**2023/142 To start the process of agreeing the sum of the 2023/2024 precept to be requested from North Norfolk District Council**

It was agreed that a working group would be held to start the process. The clerk will email councillors for convenient dates and times.

**2023/143 To discuss a proposal to change the 13 existing conventional obsolete lanterns with LED lanterns to Briston Parish Council’s current specification on the street lights which are owned by Briston Parish Council**

The clerk reported that she had received a quotation from TT Jones Electrical for £4,238.00 + VAT to replace the 13 remaining conventional obsolete lanterns with LED lanterns. This was suggested by the internal auditor as this would save the parish council money on its monthly energy bills which are currently around £500.

Proposed to accept by Cllr Kidd. Seconded by Cllr St Quintin **Approved**

**2023/144 To discuss proposals and advertisement for new councillors to fill the casual vacancies on Briston Parish Council**

The clerk had sent round some words for a proposed poster which would go on the council’s website, Facebook page, into the Briston & District News and onto noticeboards.

Proposed go ahead with this by Cllr Mrs Kidd, seconded by Cllr Gray **Approved**

**2023/145 To review the ‘Statement of tasks undertaken by Briston Parish Council on behalf of the Higginbottom Recreational Charity’**

It was agreed that this needs amending to include the time spent by the clerk doing work for the Higginbottom Recreational Charity. The clerk will amend and bring to the next meeting

**2023/146 To discuss the provision and cost of a Christmas Tree on the Village Green**

Cllr Mrs Kidd is sorting out a tree without roots with Edgefield Nurseries. She will also look into lights and costings.

**2023/147 To discuss giving a grant to the Lunch Club in the Briston Pavilion**

The lunch club will operate once a month, during winter on a Wednesday and provide as hot lunch at a minimal cost to anyone who would like one. Cllrs Mrs Kibblewhite and Cllr Kibblewhite, who had declared an interest and took no part in the discussion or voting, said that the money was needed to cover start up costs. Cllr Mrs Kibblewhite had filled out a grant application form to this effect

It was proposed that a grant of £200 be given. Proposed by Cllr Kidd, seconded by Cllr Gray **Approved**

**2023/148 To agree to allow public parking on Briston Village Green on the evening of Friday 3 November 2023 for the bonfire and firework event to be held on the Recreation Ground**

Proposed Cllr Mrs Kidd, seconded Cllr Kidd **Approved**

**2023/149 To receive the risk assessment for Briston bonfire and firework display as required by the parish council’s insurers**

The clerk had sent out the risk assessment prior to the meeting.

Cllr Kidd and the clerk will get together to sort out dates for the next meeting of the Firework Committee.

**2023/150 To approve the bank statement for September and the payments for October**

Proposed by Cllr Kibblewhite. Seconded Cllr Mrs Kidd **Approved**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date |  | Money Out £ | Money In £ | Balance £ |
| 31 Aug | Start Balance |  |  | 12,811.76 |
| 31 Aug | DD 1+1 Internet | 8.40 |  | 12,803.36 |
| 8 Sep | DD Plusnet | 32.14 |  | 12,771.22 |
| 21 Sep | DD Southern Electric | 552.83 |  | 12,218.39 |
| 25 Sep | Cheque – churchyard grass cutting Aug | 492.50 |  | 11,725.89 |
| 25 Sep | Cheque – churchyard grass cutting July | 492.50 |  | 11,233.39 |
| 25 Sep | Cheque – Blyth & Wright | 87.95 |  | 11,145.44 |
| 26 Sep | Cheque – HMRC July | 394.78 |  | 10,750.66 |
| 26 Sep | Cheque - HMRC August | 394.58 |  | 10,356.08 |
| 26 Sep | Cheque – Payroll July and August | 45.00 |  | 10,311.08 |
| 27 Sep | Cheque – Tops Grass July and August | 2,317.68 |  | 7,993.40 |
| 27 Sep | Cheque – Norfolk PTS Conference | 162.00 |  | 7,831.40 |
| 28 Sep | DD 1+1 Internet Ltd | 8.40 |  | 7,823.00 |
| 28 Sep | SO Handyman salary September | 413.73 |  | 7,409.27 |
| 28 Sep | SO Clerk salary September | 889.10 |  | 6,520.17 |
| 29 Sep | DC NNDC Precept |  | 28,486.50 | 35,006.67 |
| 29 Sep | Balance carried forward |  |  | 35,006.67 |
|  | Total payments/receipts | 6,291.59 | 28,486.50 |  |

**Payments**

**£**

Higginbottom Recreational Charity – hire of office July and September 200.00

Repayment to J English – RBL Poppies and wreath, road closure fireworks 201.54

Copeman Centre – hire of meeting hall September 12.00

NNDC - Emptying of litter and dog bins for the financial year 2023/2024 2,182.44

Viking – cleaning products for public toilets and postage stamps 233.30

Repayment D Kibblewhite – ESDA Ltd Stopcock for Poors allotments 16.93

TT Jones Electrical – street lights maintenance Oct-Nov-Dec 138.65

Anglian Water – Poors water June to September 69.44

Anglian Water – Stone Road water June to September 45.45

Higginbottom Recreational Charity – rent August 100.00

Paul Minns – grass cutting September 492.50

Total 3692.25

Standing orders

Southern Electric – Street light energy August 552.83

Southern Electric – Street light energy September 552.83

Pozitive Energy -49.50

IONOS 8.40

**Money in**

NNDC – second half of precept 28,486.50

**Public Sector Deposit Account**

01/09/23 Brought forward £44,607.18

01/09/23 Dividend £193.24

30/09/23 Carried forward £44,800.42

**2023/151 To receive a report from the Higginbottom Recreational Charity – Cllr Mrs Mel Kibblewhite**

The plans for the upgrading of the football changing rooms are progressing.

The planned Norfolk farmers market was cancelled as the organiser went bankrupt

Cllr Mrs Kibblewhite is organising a Christmas Market in the Briston Pavilion on the 25 November. So far 20 stalls have been booked. It will run from 10am to 3pm

**2023/152 To receive a report from the Copeman Centre Committee – Clerk**

The heating system is still to be sorted. Three wasps nests were destroyed. A fund raising campaign has started with the jigsaw and lunch day.

**2023/153 To invite public participation**

Christmas Tree Festival – the clerk will contact Ms Pauline Whatling, a churchwarden to start organising this.

**2023/154 Any other business including items for the November meeting of the parish council. This item is for discussion only and no decisions on items not on the agenda can be made**

Cllr Gray expressed concerns about cutting the hedge round the Church Street car park as he feels that it is unsafe.

The clerk reported that Barclays Bank was threatening to restrict the Parish Council bank account unless a form was completed and returned. This form had never been received by the Parish Council and when the clerk rang to discuss this with Barclays Bank she was cut off after ten minutes talking to an advisor.

The clerk further reported that the telephone line had been transferred to BT. This will serve the parish council office and the Briston Pavilion. This will enable the existing BT line into the Briston Pavilion to be cancelled.

The Remembrance Service is on Sunday 12 November at 11am round the memorial. The clerk has got the wreath for the chairman to place on the memorial and the crosses.

**2023/155 The next meeting of Briston Parish Council will be on Monday 13 November 2023**

The meeting closed at 7.55pm

Signed:

Dated: