BRISTON PARISH COUNCIL

The Parish Office

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Minutes of the meeting of Briston Parish Council held on Monday 12 February 2024 in the Copeman Centre, Briston at 7pm

Present: Cllr Mrs Mel Kibblewhite Chairman

Cllr Arthur Kidd Vice Chairman

Cllr Mrs Tracey Kidd

Cllr Maurice Gray

Cllr David Kibblewhite

Cllr Simon Twiddy

Cllr Ava Graves

Cllr Mike Frosdick

Cllr Nigel St Quintin

Cllr Ms Becky High

Cllr Mrs Sandra Frosdick

Cllr John Davies

Clerk: Mrs Jenny English

**2024/206 To receive and accept apologies for absence**

All councillors present

**2024/207 To record declarations of interest from members on any items on the agenda**

None

**2024/208 To approve the minutes of the Briston Parish Council meeting held on Monday 11 December 2023**

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

**2024/208 To approve the following amendment to Briston Parish Council’s Standing Orders:**

**3.m. Unless standing orders provide otherwise, voting on a question shall be by a show of hands or by ballot if five members present at the meeting demand it. The Chairman will announce the numerical result of the ballot immediately the result is known. At the request of a councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave his vote for or against that question. Such a request shall be made before moving on to the next item of business on the agenda.**

Proposed Cllr Mrs Graves, seconded Cllr Frosdick **Approved**

**2024/208 To co-opt three new councillors to fill vacancies on Briston Parish Council**

There were five candidates, who introduced themselves to the meeting apart from Mrs Yerby who sent her apologies. She had an accident and was unable to get to the meeting. The other candidates were: Mr John Davies, Mrs Sandra Frosdick, Ms Becky High and Mr Reginald Lampard.

The following five councillors asked for the vote to be taken by ballot: Mrs Graves, Mrs Kidd, Twiddy, Kibblewhite and Kidd.

The following were elected by ballot and took their places at the meeting after they had signed the Declaration of Acceptance of Office: Cllr Mrs Frosdick, Cllr Ms High and Cllr Davies.

**2024/209 To invite public participation including reports from the County Councillor, District Councillor and SNT representative**

County Councillor, Steffan Aquarone gave his report which included details of the budget meeting where most of the money is spent on adult social care, the launch of the footpath tool kit, supporting the orbital railway and details of the planned banking hub in Holt.

District Councillor Andrew Fletcher reported on the following:

**Housing Crisis: Affordable Homes Needed.** One of the main matters of concern is the problem of homelessness in the area and the lack of affordable housing to match this need. Anna Clarke, the Community Housing Enabler reports that there are 105 people on the Housing List in Briston alone, but only 8 affordable lettings went ahead last year. These are local people who need to remain here to work, be close to relatives, or those that have disabilities and need housing to make life tolerable for them. In the North Norfolk area as a whole the cost of homelessness alone is vast. In 2023-2024 the overall cost of temporary accommodation is forecast to reach £1,000,000. If these people were housed, obviously a very stretched budget would benefit considerably. I would strongly recommend that the Council should invite Anna Clark to talk about this issue.

**National Planning Policy Framework.** The Government has recently released the new National Planning Policy Framework which allows councils to reduce the amount of development where meeting Government targets would change the character of a given area or force homes to be built on prime agricultural land. This, together with other environmental constraints like Nutrient Neutrality measures might make any very large-scale development here a lot more difficult to get through the planning process.

**Dental Care.** The increasing privatisation of dental care is of great concern to people in the village. Councillors recently attended a seminar given by the newly formed Integrated Care Board for Norfolk and Waveney which has taken over responsibility for dental care. This body is attempting to increase recruitment and retention of dentists in the area, and encourage surgeries to retain NHS contracts which many have abandoned. The problem is considerable: Norfolk and Waveney have the highest percentage of dental decay in the Eastern region, which is related to the steep decline in availability of dental services here – steeper than anywhere else in England. They have instituted an Urgent Dental Service which is offered by selected surgeries throughout the region (there is one in Fakenham). This can be accessed by calling NHS 111 – you can’t apply for it directly to the surgery, apparently.

**Fakenham Sports Centre.** Fakenham has been given £9.856million Government fundingtowards a new swimming pool and 3G all-weather astro pitch, together with changing rooms. The Council topped this up to 11 million to bring this to fruition. It should be ready by early 2026.

**Holt Banking Hub.** Holt has just been granted one of the new Banking Hubs to replace the diminishing number of bank branches in smaller towns. This will enable banking transactions to be carried out in the Post Office/Budgens (some of which can already be done there) and representatives of major banks will be there on a rota for more personalised advice and transactions.

**Weed in the Bure.** There's been concern for some time about the accumulation of weed in the Bure as it goes parallel to Old School Road, through the green space there. I have been in touch with the person in charge of Serco - whose job it is to clear it  - and I hope that we'll get a response from them soon. I've asked Environmental services to have a look at the banks as well.

**First Responders**. I've had a request for First Responders to be available to cope with emergencies in the village should they arise. I have asked the Community Health people in Norwich about the local provision of people with appropriate qualifications, but have had no response as yet

**Dog poo** is also an issue  - either because it's left on the roads or, if it's bagged, apparently the bags get thrown over hedges, or even *into* hedges. Clearly having bins for this all over the place would be very uneconomical given the large area of the village and the limitations on finance, but it might be possible to get some signs reminding people that taking the bags home and disposing of them there is the most sociable thing to do

**2024/209 To discuss matters arising from the minutes of the Briston Parish Council meeting held on 11 December 2023**

2023/188 Cllr Gray reported that the matter of the footpath had been sorted

2023/202 In answer to a question the clerk reported that she had informed North Norfolk District Council about the dumping of plasterboard but had received no reply.

2023/199 Cllr Mrs Kibblewhite reported that the Easter Market would not be going ahead but she would organise a Christmas Market. She was also organising a ‘Briston’s Got Talent’ event.

**2024/210 To consider and make observations on any planning applications which may be received**

No plans have been received. A decision notice was received for replacement windows and doors at Manor Farm on the Fakenham Road. These had been approved.

**2024/211 To appoint a Planning Committee of Briston Parish Council**

It was proposed that this comprise Cllrs Mr and Mrs Kibblewhite, Mr and Mrs Frosdick, Mrs Kidd, Kidd, Davies, Mrs Graves, St Quintin.

Proposed by Cllr Kidd, seconded by Cllr Kibblewhite **Approved**

**2024/212 To approve and appoint a contractor to carry out the Parish Council’s hedge cutting before 1 March**

Out of the three contractors who provided quotes it was proposed to go with the cheapest. This was M&C Underwood who put in a quote for £1,650 + VAT. This was a local company and councillors knew of their work and reputation.

Proposed by Cllr Ms High, seconded by Cllr Mrs Kidd **Approved**

**2024/213 To decide the date and format for the Parish Meeting. Please note this has to be held between 1 March and 1 June. It is a meeting for parishioners and is not a Parish Council meeting although it is organised by the Parish Council. This is held under section 9 of the Local Government Act 1972**

It was decided to hold this meeting on Monday 15 April at 7pm in the Copeman Centre. It was agreed to invite local organisations to talk about themselves and a representative from the Planning Department at North Norfolk District Council.

**2024/214 To receive an update on the Briston Gala to be held on Saturday 22 June 2024**

Cllr Ms High reported that amongst other attractions there would be representatives from the Classic Vehicle Club, vintage tractors, tug of war, fair ground rides and stalls. This is being organised by the committee.

**2024/215 To discuss a proposal to rewild the village green and the legal implication of this with regard to the Inclosure Act 1857, section 12 and the Commons Act 1876, section 29.**

There was much discussion regarding this item not only from the council but from members of the audience. The discussions centred round not cutting part of the green so to encourage wildlife and also save money on cutting the grass versus the access to all of the green by many users who enjoy such activities as dog walking. It was also pointed out that the village green is used for various events. The clerk reported that she was concerned as from her understanding of the laws it was a criminal offence to do anything to a village green which prevented local people from using it for lawful sports and pastimes.

Cllr Twiddy proposed that the village green be left as it is. Seconded by Cllr Kibblewhite. At the vote there were 6 for and 6 against the proposal. The chairman used her casting vote and the motion was carried.

**Approved**

**2024/216 To allow the following to take place on the village green:**

**Grays Funfair 8-22 April**

**80th Anniversary of the D-Day Landings, including lighting of the beacon 6 June 2024**

**Car parking for the Briston Gala on one Saturday in June**

Cllr Mrs Kidd proposed that these take place, seconded by Cllr Twiddy. **Approved**

**2024/217 Clerks report:**

**Grass cutting contract for 2024**

Tender documents have been sent out to three contractors. Costings will be presented at the March parish council meeting for the council to choose a contractor

**Tree cutting on Vincent Close**

Some residents have requested that the trees be topped to let more light into their properties and improved television signals. The clerk will deliver letters to all surrounding houses asking for their comments on this proposal and put this as an item on the March agenda of the parish council

**Flag on the Church Street car park**

The clerk was concerned that no flag had been flying for several weeks. After contacting the volunteer who is responsible for this she found out that this was due to high winds and the flag is now back.

**2024/218 To propose and approve two further signatories for the Briston Parish Council’s current bank accounts held with Barclays Bank**

Cllr Mrs Graves reported that she had been into a branch of Barclays Bank three times and each time the identification she provided was not accepted. She now felt that she was unable to pursue becoming a signatory any further. It was agreed to defer this item to the next parish council meeting where the council will consider changing banks.

**2024/2019 To approve the bank statements for December and January and the reconciliations and the payments for February.**

Proposed Cllr Mrs Graves, seconded Cllr Kibblewhite **Approved**

30 Nov – 29 Dec 2023

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | Description | Money out £ | Money in £ | Balance £ |
| 30 Nov | Start balance |  |  | 26,891.63 |
| 1 Dec | Cheque – Bench village green | 812.39 |  | 26,079.24 |
| 5 Dec | Credit – Christmas Tree Fest x 4 |  | 120.00 | 26,199.24 |
| 6 Dec | Cheque – computer mice | 38.00 |  | 26,161.24 |
| 6 Dec | Cheque – hall hire October | 12.00 |  | 26,149.24 |
| 7 Dec | Cheque – Firework display | 3,120.00 |  | 23,029.24 |
| 8 Dec | Cheque – street light maintain | 121.39 |  | 22,907.85 |
| 8 Dec | Credit – Christmas Tree Fest |  | 30.00 | 22,937.85 |
| 11 Dec | Credit –Christmas Tree Fest x 2 |  | 60.00 | 22,997.85 |
| 13 Dec | Credit – Christmas Tree Fest x |  | 30.00 | 23,027.85 |
| 18 Dec | Credit –Christmas Tree Fest x 2 |  | 60.00 | 23,087.85 |
| 19 Dec | DD 1&1 Internet | 139.26 |  | 22,948.59 |
| 27 Dec | DD SSE Energy – village green power | 43.34 |  | 22,905.25 |
| 27 Dec | DD BT Group | 59.94 |  | 22,845.31 |
| 27 Dec | Deposit –Christmas Tree |  | 30.00 | 22,875.31 |
| 28 Dec | SO Handyman salary December | 413.73 |  | 22,461.58 |
| 28 Dec | SO Clerk salary December | 889.10 |  | 21,572.48 |
| 28 Dec | Cheque – benches repair Spinney | 120.00 |  | 21,452.48 |
| 29 Dec | DD 1&1 Internet | 12.00 |  | 21,440.48 |
| 29 Dec | Cheque – HMRC Payroll | 394.78 |  | 21,045.70 |
| 29 Dec | Balance carried forward |  |  | 21,045.70 |
|  | Total payments/receipts | 6,175.93 | 330.00 |  |

30 Dec 2023 – 30 Jan 2024

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | Description | Money out £ | Money in £ | Balance £ |
|  | Start balance |  |  | 21,045.70 |
| 2 Jan | Cheque – LED street lamps | 5,119.92 |  | 15,925.78 |
| 3 Jan | Cheque – Payroll November | 22.50 |  | 15,903.28 |
| 3 Jan | Cheque – grass cutting | 579.42 |  | 15,323.86 |
| 3 Jan | Deposit – Fireworks donations |  | 613.65 | 15,937.51 |
| 3 Jan | Deposit – Fireworks donations |  | 1,170.00 | 17,107.51 |
| 8 Jan | Cheque – Ink jet cartridges | 64.67 |  | 17,042.84 |
| 11 Jan | Cheque – Hall hire November | 12.00 |  | 17,030.84 |
| 16 Jan | Cheque – SLCC subs | 183.00 |  | 16,847.84 |
| 18 Jan | Cheque – New councillor training | 44.00 |  | 16,803.84 |
| 19 Jan | DD – SSE street lights energy | 477.50 |  | 16,326.34 |
| 22 Jan | DD – BT Group | 59.94 |  | 16,266.40 |
| 23 Jan | Deposit – Christmas Tree Fest x 3 |  | 90.00 | 16,356.40 |
| 23 Jan | Deposit – Fireworks donations |  | 1,255.00 | 17,611.40 |
| 26 Jan | Deposit – Fireworks donations |  | 480.00 | 18,091.40 |
| 29 Jan | SO – Handyman salary January | 413.73 |  | 17,677.67 |
| 29 Jan | SO – Clerk salary January | 889.10 |  | 16,788.57 |
| 30 Jan | DD – 1&1 Internet | 12.00 |  | 16,776.57 |
| 30 Jan | Balance carried forward |  |  | 16,776.57 |
|  | Total payments/receipts | 7,877.78 | 3,608.65 |  |

**Payments February £**

**Cheques**

HMRC PAYE December 394.58

HMRC PAYE January 701.27

(please note this includes PAYE on backpay)

MAE Bookkeeping Payroll December and January 22.50

Blyth & Wright – cleaning products and white lining paint 151.21

ICO – Data protection fee renewal 40.00

Sure Computers wired keyboard and mouse 29.00

Viking – postage stamps and pouches 49.98

Cartridge Save – ink jet cartridges 64.67

Anglian Water – Church Street Allotments Sep – Dec 12.24

Anglian Water – Stone Road Allotments Sep – Dec 22.92

Thaxters (repayment J English) – posts Church St carpark signs 18.75

Higginbottom Recreational Charity – office rent Nov-Dec 300.00

Manor Farm – Christmas trees for Festival 320.00

St John Ambulance – medical cover for firework event 126.72

Copeman Centre – hall hire 30.00

TT Jones Electrical street light maintenance Jan – March 157.37

Total 2,441.21

**Direct Debits/Standing Orders**

SSE – street light energy November 477.50

SSE – Energy village green November 43.34

BT – telephone/broadband Dec/Jan/Feb 179.82

IONOS - Fee website domain name and fees 139.26

IONOS - Web hosting Dec/Jan 24.00

Handyman – salary Dec 413.73

Clerk – salary Dec 889.30

The following invoices were passed for payment at the meeting

Edgefield Nurseries – supply of Christmas Tree for village green 95

MD Thompson (repayment to Cllr Mrs Kidd) supply of lights

for Christmas tree 136.67

The reconciliations for December and January were presented and signed by the chairman

**2024/220 To receive a report from the Higginbottom Recreational Charity**

Cllr Mrs Graves reported that she had had an answer from CAN with relation to the work on the changing rooms. It was agreed to hold a working group on Monday 19 February at 7pm in the Nursery Room to discuss this.

Cllr Mrs Kibblewhite reported that the lunches were going well and they were considering making them a regular feature. They were attracting new people from the community.

Cllr Kibblewhite is DJing at the forthcoming Karaoke night on the 24 February.

**2024/221 To receive a report from the Copeman Centre**

Members of the committee present at the meeting said that things were going well and there was nothing to report.

**2024/222 To invite public participation**

A member of the public asked if All Saints’ Church would be able to have a stall at the Gala in June and Cllrs Mrs Kidd and Ms High said it would. Another member of the public reported that the Archery Club will be open on the Gala day.

It was reported that trees had been cut down on the Norwich Road and left on the verge. It is uncertain whether this land belongs to Norfolk County Council or the houseowner.

**2024/223 Any other business including items for the March meeting of Briston Parish Council. This item is for discussion only and no decisions on items not on the agenda can be made.**

Items for the next agenda:

Banking arrangements

Provision of a dog poo bin for Ridlands Road by Cuckoo Bridge

Higginbottom agenda

Removal of letters on the Briston Pavilion and fixing of new sign

Cleaning of solar panels

**2024/224 The next scheduled meeting of Briston Parish Council will take place on Monday 11 March 2024**

The meeting closed at 8.22pm

Signed:

Dated: