BRISTON PARISH COUNCIL

The Parish Office

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Minutes of the meeting of Briston Parish Council held on Monday 11 March 2024 in the Copeman Centre, Briston at 7pm

Present: Cllr Arthur Kidd Chairman

Cllr Mrs Tracey Kidd

Cllr Ms Becky High

Cllr Mrs Ava Graves

Cllr Maurice Gray

Cllr John Davies

Clerk: Mrs Jenny English

**2024/225 To receive and accept apologies for absence**

Cllr Simon Twiddy

The clerk reported that the following councillors had resigned: Mrs Mel Kibblewhite, Mr David Kibblewhite, Mrs Sandra Frosdick, Mr Michael Frosdick and Mr Nigel St Quintin. She had informed Electoral Services at North Norfolk District Council who had sent out ‘Notice of Vacancy’ posters which she had displayed on notice boards.

**2024/226 To record declarations of interest from members on any items on the agenda**

None

**2024/227 To approve the minutes of the meeting held on Monday 12 February 2024**

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

**2024/228 To invite public participation including reports from the County Councillor, District Councillor and SNT representative**

County Councillor Steffan Aquarone gave a report.

A question was asked with regard to trees cut down on the Norwich Road which had been left on the verge, who would be clearing them away. Cllr Aquarone will investigate with Norfolk County Council.

District Councillor Andrew Fletcher reported that the council tax was going up. Services would be maintained without any significent cutbacks. There will be changes to the rubbish collection which will affect most Briston residents. When he gets any further information on this he will send it to the clerk. A food waste collection is being introduced and once he has more information he will send that to the clerk. Cllr Fletcher also reported that small businesses can apply to North Norfolk District Council for kick start funding. This is to help small businesses, who can’t get money from the banks to start up. He reported that there are four First Responders who are dedicated to supporting this area but has no more information at present. He expressed his personal gratitude to the councillors who had stepped down for their help in teaching him about the village and for their selflessness in work for the village.

A member of the public asked about the amount of money raised at the firework event and the amount of precept. The clerk will find this information and send it to him.

**2024/229 To discuss matters arising from the minutes of the Briston Parish Council meeting held on 12 February 2024**

2024/218 The clerk reported that she had not put this item on the agenda as the end of year was coming up with the internal and external audit and March was not a good time to change banks because of this.

2024/213 The clerk reported that Glaven Caring had offered to come and do a presentation about the services they offer. She had invited them to the Annual Parish Meeting. It was also suggested that Anna Clarke, Community Housing Enabler at North Norfolk District Council be invited. Refreshments will be served at this event

**2024/230 To consider and make observations on the following planning applications and any more which may be received:**

**PF/24/0319 Mollys Cottage, 149 Hall Street, Briston, Melton Constable, Norfolk NR24 2LQ**

**Detached dwelling house with access and associated works**

No objection or comment

**PF/24/0327 130 Hall Street, Briston, Melton Constable, Norfolk NR24 2LQ**

**Erection of single-storey front extension**

No objection or comment

**PF/24/0326 12 Mill Road, Briston, Melton Constable, Norfolk NR24 2JF**

**Replacement dwelling**

Supports the application

The clerk reported that PF/24/0025 The Three Horseshoes – formation of new door and blocking up of existing kitchen door had been approved.

**2024/231 To set up a Personnel Committee for Briston Parish Council**

This item was deferred until more councillors have been elected/co-opted

**2024/232 To discuss and award the grass cutting contract for 2024 for the open spaces owned by Briston Parish Council and the churchyard and Salvation Army**

After all the quotes had been assessed and a discussion has taken place it was agreed to award the contract to Top Garden Services at a cost of £9,826.28 for the parish council’s open spaces and £2,400 for the church yard, car park and Salvation Army.

Proposed Cllr Ms High, seconded Cllr Mrs Kidd. **Approved with 1 against**

**2024/233 To approve a request for the Little Seaford Truck to set up regularly on the village green**

Cllr High reported that the Little Seaford Truck would like to come to Briston as there was no longer a fish shop in the village. The truck is self contained and does not need a power supply. It would set up near the shelter on the village green.

Proposed Cllr Ms High. Seconded Cllr Gray **Approved**

Cllr Ms High will contact the Little Seaford Truck to sort out dates and times.

**2024/234 To discuss a request for the Gala Working Party for a payment from the parish council of £1,500 towards costs**

Cllrs Mrs Kidd and Ms High reported that this was to mainly cover costs for the music entertainment as a lot of the other attractions were coming free of charge such as the tug of war, car club, etc. This would be the maximum cost incurred as the stalls, other than charities would be charged. There will be fund raising buckets on the day to help fund next years Gala.

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

**2024/235 To approve the purchase of two D-Day flags of Peace**

The clerk said that these would be flown at the flag poles on the Church Street car park and Wellington Road. They cost £10 each.

Proposed Cllr Mrs Kidd. Seconded Cllr Ms High **Approved**

**2024/236 To approve applying for a free portrait of King Charles III to hang in the Parish Office**

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

**2024/237 To discuss the allotment waiting list**

The clerk said that she had two people interested in an allotment. At present, as the rents were still coming in she was not sure how many vacant plots there would be.

**2024/238 To discuss the provision of a dog waste bin in Ridlands Road**

The clerk is waiting for costings from North Norfolk District Council. Cllr Ms High will arrange a meeting with Andy Smith who is the Environmental Contracts Officer at North Norfolk District Council in relation to the siting of the bin.

**2024/239 To approve the bank statement for February, the reconciliation and the payments for March**

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

The clerk reported that she had had a long telephone conversation with SSE Energy Supply with regard to the £870.68 that they had taken for the supply of electricty to the village green. This bill was clearly wrong as it usually came to about £43 for the month. SSE agreed and will amend the bill and refund the money.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | Description | Money out £ | Money in £ | Balance £ |
| 31 Jan | Start balance |  |  | 16,776.57 |
| 14 Feb | DC Allotment rent |  | 20.00 | 16,796.57 |
| 16 Feb | DC Allotment rent |  | 20.00 | 16,816.57 |
| 16 Feb | DC Allotment rent |  | 20.00 | 16,836.57 |
| 20 Feb | DC Allotment rent |  | 20.00 | 16,856.57 |
| 21 Feb | Cheque – Christmas lights | 136.67 |  | 16,719.90 |
| 22 Feb | DD BT | 59.94 |  | 16,659.96 |
| 22 Feb | Cheque HMRC PAYE | 394.58 |  | 16,265.38 |
| 22 Feb | Cheque Anglian Water Poors | 12.24 |  | 16,253.14 |
| 22 Feb | Cheque Anglian Water Stone Rd | 22.92 |  | 16,230.22 |
| 22 Feb | Cheque Thaxters posts | 18.75 |  | 16,211.47 |
| 22 Feb | Cheque Higginbottom office rent | 300.00 |  | 15,911.47 |
| 22 Feb | Cheque Twiddy back pay | 277.30 |  | 15,634.17 |
| 23 Feb | Cheque TT Jones street light maintainence | 157.37 |  | 15,476.80 |
| 23 Feb | DC Refund |  | 66.90 | 15,543.70 |
| 26 Feb | Cheque HMRC Jan + back pay | 701.27 |  | 14,842.43 |
| 26 Feb | Cheque Blyth & Wright | 151.21 |  | 14,691.22 |
| 26 Feb | DC Allotment rent |  | 20.00 | 14,711.22 |
| 26 Feb | DC Allotment rent |  | 40.00 | 14,751.22 |
| 26 Feb | DC Allotment rent |  | 20.00 | 14,771.22 |
| 27 Feb | DD SSE Village green power | 870.68 |  | 13,900.54 |
| 27 Feb | DD SSE street lights energy | 510.45 |  | 13,390.09 |
| 27 Feb | Cheque Edgefield Nursery Christmas tree | 95.00 |  | 13,295.09 |
| 28 Feb | DD 1+1 Internet | 12.00 |  | 13,283.09 |
| 28 Feb | SO Handyman salary February | 413.73 |  | 12,869.36 |
| 28 Feb | SO Clerk salary February | 889.10 |  | 11,980.26 |
| 28 Feb | Cheque Manor Farm Christmas trees | 320.00 |  | 11,660.26 |
| 28 Feb | DC Allotment rent |  | 20.00 | 11,680.26 |
| 28 Feb | DC Allotment rent |  | 20.00 | 11,700.26 |
| 28 Feb | Deposit Sheringham Allotment rent |  | 360.00 | 12,060.26 |
| 28 Feb | Deposit Sheringham Allotment rent |  | 40.00 | 12,100.26 |
| 28 Feb | Deposit Sheringham Allotment rent |  | 40.00 | 12,140.26 |
| 28 Feb | Balance carried forward |  |  | 12,140.26 |
|  | Total payments/receipts | 5,343.21 | 706.90 |  |

**Payments £**

Norfolk Parish Training and Support – subscription 545.00

Higginbottom Recreational Charity – office hire January

And February and repayment of electricity September to March 495.27

TT Jones Electrical Ltd – street light maintenance April – June 157.37

Norfolk Parish Training and Support – induction course – Cllr Davies 44.00

Viking – postage stamps 41.59

MAE Bookkeeping – payroll February 22.50

HMRC – PAYE February 423.55

J English – back pay April 2023 to February 2024 @ £52.20 per month 574.20

R Twiddy – underpayment on salary February 27.67

Anglia Mowers 342.31

M&C Underwood 1650.00

**Standing orders**

R Twiddy – salary February 413.73

J English – salary February 889.10

BT – March 59.94

SSE Energy Solutions – December street lights energy 510.45

SSE Energy Solutions – January and February street lights energy 1020.90

**2024/240 To receive a report from the Higginbottom Recreational Charity**

Renovation of changing rooms project is progressing

Another regular evening booking has been taken on but more bookings are needed in the day time.

**2024/241 To receive a report from the Copeman Centre**

There was no report as the next committee meeting will take place on Tuesday 12 March. The parish council was thanked for cutting the hedge cut round the building.

**2024/242 To invite public participation**

Residents of Vincent Close were unhappy with the letter that had been sent out with regard to the tree cutting along Wellington Road. The clerk will collate all the responses from the letters and prepare a report for the April meeting.

**2024/243 Any other business including items for the April meeting of Briston Parish Council. This item is for discussion only and no decisions on items not on the agenda can be made**

Cllr Gray offered to clear the brambles on part of the village green and to plant bulbs. He also said that there were harebells growing there. Cllr Gray will show the clerk where these are so that she can arrange that the grass cutting contractor does not mow this section.

A member of the public raised concerns about speeding cars through the village. District Cllr Fletcher said that he would raise this with County Cllr Aquarone and he also thought that signs made by children might make people aware of the problem. The clerk said she would contact the chair of the Governors at the Astley School to see if they would be interested in a project to make speed awareness posters.

There were concerns about the amount of dog fouling on the Recreation Ground. Cllr Mrs Kidd will post a message about this on the Facebook pages. The clerk will look for the stencil which was used to highlight problem areas. Cllr Ms High said she would use this if it could be found and the parish council provided some spray paint.

Items for the next agenda: Trees at Vincent Close, Changing the parish council’s bank

**2024/244 The next scheduled meeting of Briston Parish Council will take place on Monday 8 April 2024**

The meeting closed at 8.30pm

Signed:

Dated: