

Brisley Parish Council

Bay Tree Cottage, School Road, Brisley, NR20 5LH

Minutes of the meeting of Brisley Parish Council held in the Village Hall on Wednesday 4th July 2018 at 7.00pm.

Present: Cllr E Coe (Chair)
Cllr K Brown (Vice-Chair)
Cllr P Dennis
Cllr B Green
Cllr T Irons
Cllr H Collinge
Cllr N Curl

County Councillor M Kiddle-Morris
Five members of the public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies were received from District Councillor Gordon Bambridge.

2. To receive declarations of interests.

There were none declared.

3. To approve the minutes of the meetings held on Wednesday 6th June 2018 and Wednesday 20th June 2018.

Cllr Dennis proposed that the minutes of 6th June 2018 be signed as a true record, this was seconded by Cllr Brown and agreed by Council.

Cllr Green proposed that the minutes of 20th June 2018 be signed as a true record, this was seconded by Cllr Brown and agreed by Council.

Both sets of minutes were duly signed by the Chairman.

4. County/District Councillor reports.

C/Cllr Kiddle-Morris gave the following update:

- Sadly, the previous leader of the Council had died very shortly after tendering his resignation, his funeral is being held on Friday. The new leader has been appointed and it is very much business as usual at the present time.
- The Council are introducing a scheme to help protect vulnerable people from phone scams.
- The Mineral and Waste review has identified new sites at Beetley, together with others around the county.

5. Open forum for Public Participation: a 15 minute opportunity to hear from members of the public.

A query was raised regarding the on-going issues at Pond Farm and the Chairman was able to clarify that concerns had been raised regarding the increase of vehicles etc on the two sites. The member of public was advised to contact the Enforcement Officer at Breckland to clarify issues.

The Chairman then brought forward the following items to allow the County Councillor to assist if required.

10.1 To receive an update on the Centenary Field.

C/ClIr Kiddle-Morris had been able to raise this item as urgent business at the committee meeting and it was passed with no objections. The land will be transferred to Brisley Parish Council in due course and arrangements will be made to transform it into a Field of Dedication, marking 100 years since the end of the First World War. Cllr Irons suggested an avenue of trees may be one idea, with residents donating trees if they wished.

Cllr Irons is in contact with the Development Manager at Centenary Fields and is progressing the issue.

The Council thanked C/ClIr Kiddle-Morris for his assistance in this matter.

6.1 To consider an application under the Parish Partnership Scheme

C/ClIr Kiddle-Morris outlined the scheme in that 50% of the cost of highway related projects could be funded. The Clerk was instructed to research costings etc of Village Gates.

7.1 To receive an update on matters reported to Norfolk & Breckland Councils

- Flooding issues at the top end of School Road – repairs will be carried out in the next six weeks.
- Pot hole on Elmham Road – awaiting works.
- Culvert on School Road – Highways have confirmed it is their responsibility and will clear it before winter.
- Fallen Horningtoft sign – awaiting works.
- In addition, the Clerk reported that progress is being made with the overgrown bridleway leading from School Road.
- C/ClIr Kiddle-Morris confirmed that all roads in Norfolk should be swept once a year.

The Chairman thanked C/ClIr Kiddle-Morris for his input and the C/ClIr then left the meeting.

6. Matters to report

6.1 To consider an application under the Parish Partnership Scheme.

This issue had been dealt with earlier in the meeting.

6.2 To consider an annual maintenance programme for overspill car park.

The Clerk was instructed to contact the Village Hall Committee regarding any future plans they may have for the car park and also to get a price to cut it on a more regular basis.

6.3 To receive an update in respect of the grass cutting contract.

Cllr Irons proposed that the new contractors be appointed to cut the amenity area and other parts of the village, together with weed spraying (as detailed below) for the remainder of the season, however, a degree of flexibility should be given to them as to when to cut given the current weather conditions. This was seconded by Cllr Brown and agreed by Council.

- The contractor appointed to cut the churchyard also be appointed to cut the Play Area and Patch Corner.
- A second contractor appointed to cut the Amenity Area and Allotments (including the vacant plots).
- A third contractor appointed to weed spray the churchyard, village hall and adjacent pathway.

It was also agreed to cut the empty allotments if possible.

6.4 To consider an in-house grass cutting scheme.

It was decided to remit this item to the next agenda when more information is available.

6.5 To review Townlands rents.

There had been no increase to the Townlands rents for at least eight years and it was agreed to raise each one, with a maximum increase of £10.00. The Clerk will notify the tenants.

6.6 To review the Council's Code of Conduct.

Cllr Brown proposed approval of the updated Code of Conduct, this was seconded by Cllr Dennis and agreed by Council.

6.7 To receive an update in respect of the BT Phone Boxes.

The BT Box by the Church is to be adopted by the Village Hall Committee although it had been due for removal. Cllr Curl believed it could not be removed as it was in a conservation area.

The BT Box on School Road is also due for removal and there were no objections to this.

6.8 To consider submitting a comment on the Mineral and Waste Review consultation.

The Council had no comments to submit to the consultation.

7. Highways

7.1 To receive an update on matters reported to Norfolk and Breckland Councils.

This item had been dealt with earlier in the meeting.

7.2 To consider any new issues within the village.

There were no new issues raised.

8. Planning

8.1 Applications for consideration.

- **Proposed Replacement storage building, Willow Farm, Gateley Road**

Cllr Dennis proposed the Council support the application as it was an improvement on the existing building. This was seconded by Cllr Green and agreed by Council.

8.2 Decisions to note.

- **Tree House, Gateley Road – objections submitted.**

Further information had been submitted in respect of this application which Council reviewed, however, they agreed this did not alter their original objections.

8.3 To receive an update in respect of Pond Farm.

This item had been dealt with earlier in the meeting.

9. Brisley Common

9.1 To receive a report on Higher Level Stewardship.

There was nothing new to report. Scrub clearance will begin in September with fencing to follow soon after.

9.2 To receive an update regarding the renovation of the ponds.

The Chairman and other interested parties had attended a meeting to discuss the renovation of the ponds on the common. This matter is being driven by a member of the public and overseen by a representative of the Norfolk Wildlife Trust, with the Council monitoring the process as the owners of the common. It is anticipated the first pond will be cleared later this year.

Cllr Curl reported some ditching work had been carried out on the common at a time when birds are still nesting – it was agreed to discuss this at the next grazing rights meeting.

It was confirmed that treatment of the knotweed on The Hill should commence in September which the Council has been advised is the most effective time for treatment to begin.

10. Amenity Project

10.1 To receive an update on the Centenary Field.

This item had been dealt with earlier in the meeting.

10.2 To consider ditching work to alleviate flooding on the Gateley Road.

No quotes have been obtained – remitted to the next meeting.

10.3 To review the Allotment Rents.

Cllr's Dennis and Brown both declared an interest and would not take part in the discussions, the Chairman granted them leave to remain in the room.

Cllr Irons confirmed that the allotments remained self-funding and proposed no increase, this was seconded by Cllr Collinge and agreed by Council.

11. To receive reports on the regular checks.

- North Green – Cllr Green reported all was well.
- South Green – Cllr Curl reported all was well with the exception of the ditching work reported at 9.2 above.
- Footpaths & Stiles – Cllr Green reported he had removed the posts from the Church Street footpath – the Council were grateful to him.
- Churchyard – Cllr Irons reported it was looking very well and the new contractor will remove the remaining log pile if it remains when he next visits.
- Play Area – Cllr Irons reported he had repaired the damaged matting at the Adult Exercise Equipment and that two goal net fastenings need repair.
- Patch Corner – Cllr Dennis reported that it needed a good tidy up and this would wait until November.
- Allotments – Cllr Dennis reported the fence will need attention soon.

12. Finance

12.1 To receive a financial report for the year ending 31st March 2019.

Cllr Irons proposed acceptance of the financial report, this was seconded by Cllr Curl and agreed by Council.

12.2 To approve the following payments.

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|----------------------------------|---------|
| • Clerk - Salary – July & August | £604.80 |
| • Contractor – grass cutting | £180.00 |
| • Clerk Expenses | £22.12 |
| • Community Heartbeat | £210.00 |

13. Correspondence for circulation.

The Chairman circulated correspondence relating to the Pond renovation project.

14. Matters for the next meeting (not for discussion).

- Parking posts at the Brisley Bell.

Cllr Curl proposed that the Clerk have authority to pay the new grass contractors a figure up to £500 should the need arise before the next meeting in September. This was seconded by Cllr Irons and agreed by Council.

15. To confirm that the next meeting of Brisley Parish Council will be held at 7.00pm on Wednesday 5th September 2018 at Brisley Village Hall.

Cllr Curl tendered her apologies for the September meeting.

The meeting closed at 9.28pm.

Signed:

Date: 5.9.2018
