

**MINUTES OF THE MEETING OF BRISLEY PARISH COUNCIL HELD ON
WEDNESDAY 4TH DECEMBER 2013 AT THE VILLAGE HALL AT 7.30 P.M.**

Present: Councillor E Coe (Chair)
Councillor K Brown
Councillor N Curl
Councillor P Dennis
Councillor J Garwood
Councillor S Jones

District Councillor R Duffield.

4 members of the public.

1. Apologies for absence.

Apologies for absence had been received from Councillor Irons who was away and these were accepted. Apologies had also been received from County Councillor Kiddle Morris.

2. Declarations of Pecuniary Interest.

There were no DPIs.

3. Minutes of the Previous Meeting.

Councillor Garwood proposed and Councillor Jones seconded the resolution that the minutes of the meeting held on Wednesday 6 November 2013 having been circulated be approved. All were in favour and the minutes were duly signed by the Chairman.

4. Resolution to Adjourn Meeting.

Resolution to adjourn meeting for 15 minutes public participation was passed at 1933.

4.1 County and District Councillor Reports.

The District Councillor stated that for the Affordable Housing there should be a proof of need within the Parish.

4.2 Public.

A parishioner raised the matter of the planning application at Sunnyside School Road that this is outside the guidelines and should be objected to by the Parish Council as it should uphold the settlement boundary as adopted. She stated that there could be more houses built on this site if no objection is raised at this time. A parishioner raised the matter of the proposal at the last meeting to placing a sign on the track around Wiggs Green restricting vehicles to the properties only. He felt that there was no sense to restrict the access and that the track is now being purposely blocked by a resident. He wished to know why there has been a change of policy and who can use the track and who has the right to use it. He stated that the parking is only for about 25 minutes each afternoon in term time Councillor Dennis stated that there is a right of access to the properties and the only restriction on parking on the whole of the Green is for overnight parking. The Chairman stated that it is not the policy of the Parish Council to stop parking around Wiggs Green.

Another parishioner thanked the Parish Council for looking into the parking problems and felt that the signs would be an advantage. She wanted to preserve

the Green and felt that by restricting traffic around it, it would safeguard the Green. She said that there is already another track across the centre of the grassed area but it was suggested that this is caused by the deliberate blocking of the track around it.

The Chairman stated that the decision to place a sign had been taken at a Parish Council meeting which is open to all parishioners but that no final decision had as yet been taken..

The meeting was re-convened at 2010.

5. Parking on School Road.

It was agreed to hold another site meeting to measure the distances from the highway and to possibly site a sign on the track stating "please keep accesses to properties clear". The Clerk is also to check what can be done legally by the Parish Council.

6. Matters to report.

6.1 Website.

Norfolk ALC had apologised for the delay but all should be set up shortly and The Clerk will be given training in the new system..

6.2 Community Car scheme.

No person had come forward to become the coordinator and this is to be removed from the agenda.

6.3 Norfolk County Council Budget Consultation 2014/17.

It was agreed to suggest that Norfolk County Council press Central Government for more funds rather than cut budgets.

7. Brisley Common.

7.1 New Problems.

The track along the Roman Road had been walked and it had been found to be severely overgrown with the water not flowing properly. It was agreed to undertake a five year programme to clear the ditch from the track to the Panford Bridge. A digger and chain saw would be needed to clear this and it was also agreed to clear the gorse from some areas of the north Green. Quotations are to be obtained for the clearance and it was suggested that a figure of £1000 be allocated and to see how much clearance could be achieved with this budget. The tenancy agreements for the Town Lands are also to be checked to ensure that the Parish Council retains title to them by having a tenancy agreement that is for 364 days per annum.. There is a problem with flooding outside Manor Farm and Councillor Dennis will investigate.

7.2 Higher Level Stewardship.

One quotation had been received for clearing the eastern boundary of Harpers Green and this was £1300. Norfolk Wildlife Trust is looking into funding for this.

8. Correspondence.

There was no correspondence for circulation.

9. Finance.

9.1 Budget.

Councillor Curl proposed and Councillor Garwood seconded the resolution that this be approved. All were in favour.

9.2 Balances and Cheques for Authorisation.

The Clerk had produced financial information for the Amenity project and Harpers Green and recalculated the bank balance without these figures. These had been circulated and Councillor Curl proposed and Councillor

Garwood seconded the resolution that these be approved. All were in favour.

Bank Balance :-

Balance at 31 03 13	4291.51
Plus receipts 01 04 13-30 09 13	<u>11051.27</u>
	15342.78
Less payments 01 04 13-02 10 13	<u>4766.64</u>
Balance at 02 10 13	10576.14
Plus receipts-HMT Dividend-.14	
Interest-81	<u>.95</u>
	10577.09
Less unrepresented cheques-794.57	
VAT on Amenity Project-3496.98	<u>4291.55</u>
Balance at 06 11 13	6285.54
Plus HLS Nett	<u>239.20</u>
	6524.74
Plus Amenity Project Nett	<u>865.98</u>
Balance	7390.72

Amount available for Section 137 : 227x£6.98 = £1584.46

Spend to Date : £140.00

Cheques for authorisation:

331	B J Leigh	Salary November-£234.23 less PAYE 30.80	203.43
332	HMRC	PAYE November	30.80
333	B J Leigh	Salary December-£234.23 less PAYE 30.80	203.43
334	HMRC	PAYE December	30.80
335	Beetley Parish Council	16.66% of cost of membership of SLCC for the Clerk	24.50

9.3 Precept.

The Clerk had prepared a revised budget forecast and this was discussed at length. Councillor Curl proposed and Councillor Jones seconded the resolution that the precept be set at £7000. All were in favour.

9.4 Grass cutting 2014.

The Clerk confirmed he had received a credit from CGM for the additional cut and informed the meeting that the quotation had increased to £1500. It was agreed to obtain a further quotation from Norse.

10. Highways.

10.1 Matters raised at the last meeting.

There was nothing to report.

10.2 New problems.

No new problems were reported.

10.3 Church Street.

A meeting has been arranged for 16 December but there is no funds available to do the widening from Norfolk County Council's budget but this will be discussed on site.

10.4 Footpaths.

Councillor Jones is awaiting a price for the stile.

11. Regular Checks.

11.1 Report.

The south has no fencing and the north has fencing and sheep The Patch needs clearing and it was agreed to hold a working party on 11 January at 1000..

12. Amenity Project.

12.1 Update.

Mrs dykes gave an update as follows

1. Work began on 10/10/13 with setting out the footpaths and main blocks of planting. Setting out was complete by 25/10/13.
2. Ground preparation work - subsoiling - was completed by 15/11/13.
3. Planting commenced w/b 18/11/13 with the two largest blocks of planting to the northern and north eastern areas of the site.
4. Progress to 4/12/13 is good - with c90% of these two largest blocks complete. I estimate this represents about one third of the total planting.
5. The contractor has reported good ground conditions - particularly since the subsoiling - and ground and weather conditions are favourable. When I spoke to Nick today he indicated that time wise the site will be fairly near to complete by the end of December, assuming ground and weather conditions prevail. It is likely that we will have other jobs to drop on to between now and Xmas, and he is not on site every day. However, he is making excellent progress and we have no issues with timing and progress to date.

One query has arisen regarding the planting in the south east corner (Wood Lane) area of the site. He has raised concern about the small sliver of woodland that is shown between the footpath that crosses the site and the access track to the allotments. In the planting layout he is leaving out two rows of plants adjacent to paths/tracks and if this layout is applied in this area where several paths cross over then there is going to be a very thin sliver of planting that may be vulnerable. He has asked whether the Parish would like to consider re-locating the access track to the allotments to enable a more substantial block of planting to be implemented. I wonder if this could be discussed/next steps agreed tomorrow evening.

It was agreed to remove this path from the plan.

The manure has been spread on the allotments and should be ploughed in in the next two weeks. The trench has been filled in and the standpipe is awaited. The new rabbit fencing was agreed.

12.2 Tenancy Agreement.

All were in favour of the draft tenancy agreement which had been circulated.

12.3 Community Planting.

The date for this is to be agreed when the date for delivery of the trees is known. It would be advantageous if this could be in the Christmas holidays.

13. Planning.

13.1 Applications.

13.1.1 3PL/2013/0978/F-Sunnyside School Road-erection of extensions & alterations to house inc. removal of existing conservatory.

No objection was raised to this application but it was to be mentioned that this is outside the settlement boundary. The District Councillor confirmed that the settlement boundary does not apply to extensions and alterations to existing properties.

13.2 Decisions.

13.2.1 3PL/2013/0930/F-The Cottages Fludges Lane-erection of two storey extensions & double garages including demolition of existing outbuildings. Permission

13.3 Affordable Housing.

A letter from NPS had been circulated suggesting that land that is owned by Norfolk County Council on Gateley Road could be used for affordable housing. In principle there was agreement for this provided that a need for this is proven in the Parish.

14. Matters for the Next Meeting.

There were no matters for the next meeting.

15. Date of next Meeting

This was confirmed as Wednesday 5 February 2014 at 7.30p.m at the Village Hall

The meeting closed at 2137 hours.