

# Brisley Parish Council

Minutes of the Meeting held at the Village Hall on Wednesday 7<sup>th</sup> February 2018 at 7.00pm.

**Present:** Councillor E Coe (Chair)  
Councillor K Brown (Vice-Chair)  
Councillor P Dennis  
Councillor T Irons  
Councillor B Green  
Councillor H Collinge

Mark Kiddle-Morris (County Councillor)  
Sheryl Irving (Clerk to the Council)

Five Members of the Public

**1. To receive apologies for absence.**

Apologies were received from Cllr N Curl and District Councillor G Bambridge.

**2. To receive declarations of interests.**

There were no interests declared.

**3. To approve the minutes of the meeting held on Wednesday 6<sup>th</sup> December 2017 and the minutes of the extraordinary meeting held on Tuesday 30<sup>th</sup> January 2018.**

Cllr Irons proposed that the minutes of Wednesday 6<sup>th</sup> December 2017 be signed as correct, seconded by Cllr Brown and agreed by the council. Cllr Dennis proposed that the minutes of Tuesday 30<sup>th</sup> January 2018 be signed as correct, seconded by Cllr Irons and agreed by the council. Both sets of minutes were duly signed.

**4. County/District Councillor reports.**

County Councillor Mark Kiddle-Morris updated the meeting on the following issues:

- The precept will be increased by the maximum allowed which, together with the 3% increase for social care, is a total increase of 5.99%. This allows for the pay cap increase to 2% for public sector workers. However, some of the other planned cuts, such as bus subsidies, will not need to go ahead.
- The Police & Crime Commissioner (PCC) has put forward an outline case to take over the Norfolk Fire Service, which the County Council strongly object to. The service is currently one of the most efficient in the country and provides an excellent service, including first responders to many incidents. Currently the County Council have a large spending power for their services, if the transfer went ahead the PCC would have a ring-fenced precept which would mean many of the additional services currently provided will be lost. In addition, all the assets, land/building/vehicles etc, would immediately be transferred to the PCC.

A member of the public said that in respect of the Fire Service, the important point was that front line services should not be cut and that the first responder training of fire service personnel was a distinct advantage for rural communities.

- The recent pay rise for County Councillors had been long overdue, in the period 2009 to 2017 there had only been a minor increase in allowances. Although it is unfortunate that councillors have to vote for their own pay and the timing is not helpful, there was money in the budget to spend.
- The Western Link road was a priority in the 2017 manifesto and work will continue on this project.

- There have been no cuts to the road repairs budget and Norfolk roads are some of the best in the country.

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

The following points were raised:

- On behalf of the cricket club and because of the damage to the car park, a request to install two posts and a gate chain was made - this was approved by the council.
- Complaints were made about the electric fencing (no signage and close proximity to the road) and the large area of the green fenced off to walkers on a nearly permanent basis – the complainant was advised to contact the grazing rights holder direct. In addition, the sheep had recently accessed the cricket ground and destroyed the fencing.
- Complaints were also made about the large quantity of dog mess in the village – the Chairman informed the meeting that dog bins were provided around the village and, unless the culprits could be named, there was little else the council could do.
- The large number of mobile homes etc on the site of Pond Farm was raised – the Clerk will contact the District Councillor to investigate the current position.
- The council was urged to discourage residential eyesores, particularly in the conservation area and thanked the Clerk for the progress recently made in respect of one such site – it was agreed there was little the council could do generally although Breckland Environmental Health can assist with vermin problems in some cases.
- A request was made to highlight the importance of householders keeping their ditches clear along School Road, many of the recent flooding issues had been caused by blockages – it was agreed to include an item in the next newsletter. A suggestion was also made to write to residents regarding their responsibilities.
- A request to install a grid over a dangerous culvert was made – this is the responsibility of either the householder or the Highways Department.

## **6. Matters to report**

### **6.1 To consider the co-option of Mr Henry Collinge to the Council.**

Cllr Dennis proposed that Mr Henry Collinge be co-opted onto the council, this was seconded by Cllr Irons with all in favour. Mr Collinge was duly co-opted onto the council and was welcomed by the Chairman.

### **6.2 To receive a report on repairing the village sign.**

The Chairman informed the meeting that no further quotes had been received with the cheapest current quote being £1,400. He will continue to progress this issue.

### **6.3 To receive a report on the community defibrillator.**

Cllr Irons informed the meeting that the defibrillator will be installed in the village hall shortly. Following the installation he will then proceed with circulating information regarding the unit and arranging appropriate training.

### **6.4 To receive an update in respect of the Brisley sign on School Road.**

The Clerk informed the meeting that Highways Department have confirmed they will make repairs but as it is not an urgent matter it may be some time before the work is carried out.

### **6.5 To receive an update in respect of training:**

- **CILCA training for clerk.**

The Clerk requested confirmation from the council that they would fund her CILCA training at a maximum cost of £231.66, the cost being shared with her other parishes. There was £350 allocated in the 2018/19 budget for training purposes. Cllr Dennis proposed that the council approve the funding request, this was seconded by Cllr Green and agreed by the council.

- **Training seminar for councillors.**

The Clerk confirmed that all arrangements were in place for the training session being held on Monday 12<sup>th</sup> February and she had been able to fill all the spaces with councillors from surrounding villages.

#### **6.6 To consider registration to the Breckland Lottery Scheme.**

Cllr Brown outlined the details of the new Lottery Scheme being set up by Breckland to replace the current grant funding system. It was agreed at the current time not to register.

#### **6.7 To receive an update regarding the village website.**

The Clerk informed the council that Mr Pearson had requested the Clerk update the website with council issues – the Chairman thanked Mr Pearson for his much valued assistance.

### **7. Highways**

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

- **Kerb stone on School Road** – no action has been taken despite being reported once again.
- **Jetting gully at top of School Road** – no further update received, the Clerk is in contact with Highways Department.
- **School Road culvert** – notification had been received that this is not considered serious enough at the present time to action – Cllr Kiddle-Morris will investigate on behalf of the council.
- **Pothole on Gateley Road** – this has been reported but no action has yet been taken.

#### **7.2 To consider any action required in respect of flooding issues.**

This had been discussed earlier in the meeting at item 5.

#### **7.3 To receive an update regarding the Norwich Western Link.**

Cllr Green stated that there did not appear to be any increase in traffic through the village although it was noted that the NDR was not yet fully open.

#### **7.4 To consider any new issues within the village.**

There were no new issues raised.

The Chairman thanked County Councillor Mark Kiddle-Morris for his input and the County Councillor left the meeting.

### **8. Planning**

#### **8.1 Applications for consideration.**

- **Groom Cottage, The Green** – no objections to the proposal.

#### **8.2 Decisions to note.**

- **Ramsdale, School Road** – this application has been approved.
- **Tree house, land off Gateley Road** – this application has been withdrawn.
- **Agricultural Barn, Church Street** – following strong objections from the parish council, this application was rejected and a formal planning application will be required.

#### **8.3 To consider how to deal with Planning applications.**

Breckland District Council are no longer granting extensions to the time allowed for comment by parish councils which means that not all applications can be discussed in a timely manner at council meetings. Cllr Dennis proposed that authority be delegated to the Clerk to respond on behalf of the council, with councillors responding to the Clerk within seven days of receiving notifications of planning applications; unless an extraordinary meeting was called. This was seconded by Cllr Irons and agreed by the council.

#### **8.4 To receive an update regarding the Breckland Local Plan.**

A recent update had been received, however, it appeared now that this had been sent in error.

## **9. Brisley Common**

### **9.1 To consider matters regarding The Bell Public House.**

- **To receive a report on the Section 38 application** – no update had been received – Clerk to follow-up.
- **To consider a transfer request received from solicitors** - Cllr Brown proposed that confirmation was received from The Bells' solicitors that all legal costs incurred by the council in respect of this issue would be funded by The Bell. If confirmation was received then the letter should be sent to a solicitor for a legal view and then back to the council for a decision. This was seconded by Cllr Collinge and agreed by the council. The Clerk to progress.
- **To consider allowing a trench to carry electric supply** – Cllr Green proposed that authority be granted on the understanding that the land be reinstated, this was seconded by Cllr Dennis and agreed by the Council.

### **9.2 To receive a report on Higher Level Stewardship.**

Cllr Dennis proposed that the fencing be carried out at a cost of £504, with an additional £4.20 a metre if required and that the scrub along the fence line be cleared at a cost of £650. Cllr Irons seconded and the council were all in favour. The Clerk to instruct contractors accordingly.

### **9.3 To consider any further maintenance work required.**

Cllr Green had received a quote for £1,400 to continue the ditching work required on the green; he also made an offer to hire a digger and complete the work himself, thereby making a saving for the council, however the Council were concerned that there may be potential insurance risks associated with lone working if Cllr Green were to carry out the work and he was thanked for his very kind offer. Cllr Dennis proposed that a contractor be engaged to carry out the ditching work at a cost of £1,400.

The Clerk informed the council that although there was not enough money in the common budget for this work there is money in the general reserve which can be used.

The proposal was seconded by Cllr Green and agreed by the council. The Clerk to instruct the contractor accordingly.

## **10. Amenity Project**

### **10.1 To receive an update in respect of the Adult Exercise Equipment grant application.**

Cllr Irons informed the meeting that both grants had been approved and the equipment ordered and a site meeting had taken place. The equipment will be installed once the weather is drier. The resetting of existing equipment (if necessary) will be done at the same time.

The Chairman thanked Cllr Irons for his excellent work in this matter.

### **10.2 To consider the purchase of a notice board for parking area.**

Cllr Irons informed the meeting that within the grant funding for the adult exercise equipment, money had been secured to purchase a notice board which can be dual use for both the equipment and the amenity area as a whole. Cllr Irons proposed the purchase of a notice board at a cost of £619, this was seconded by Cllr Green and the council were all in favour.

There is an additional £20 in the funding to purchase cement for fixing the notice board.

### **10.3 To receive an update on the Centenary Field.**

Cllr Irons informed the meeting that progress was now being made. He had been in touch with the contact at NCC Estates who was generally supportive of the proposal but required further information. Cllr Irons had put NCC Estates in direct contact with the Centenary Fields Association and will continue to monitor the situation.

### **10.4 To consider membership of the Playing Fields Association.**

It was agreed there was no benefit to membership of the Association.

## **11. To receive reports on the regular checks.**

- **North Green** – The Chairman reported that it was currently too wet to walk on.
- **South Green** – Cllr Curl absent so no update.
- **Footpaths** – The Chairman reported that it was currently too wet to walk on many of the footpaths.
- **Stiles** – the Chairman confirmed that the stile near to the permissive stile at the church remained in use, Cllr Irons will check its condition. Cllr Green reported that it was currently too wet to access all of the stiles.
- **Churchyard** – Cllr Irons reported all was well.
- **Play Area** – Cllr Irons reported all was well.
- **Patch Corner** – Cllr Dennis reported that he will be carrying out some maintenance work in the very near future.
- **Allotments** – Cllr Dennis reported that the gate had been fixed.

## **12. Finance**

### **12.1 To receive an update on financial matters.**

The Council received an update on current financial matters, there were no issues raised.

Cllr Brown confirmed she had made a check of the accounts and, with the exception of some minor issues which had now been addressed, all was in order.

### **12.2 To note a previous S137 payment.**

The Clerk requested that the council note that a previous payment of £34.00 to the Royal British Legion for two wreaths was a S137 payment, the council duly noted the payment.

### **12.3 To approve the following payments.**

Cllr Dennis proposed that the following payments be approved, Cllr Irons seconded and the council were all in favour.

- |   |             |
|---|-------------|
| • Sheryl Irving - Salary – Jan/Expenses | £309.64     |
| • Village Hall Hire 2017                | £262.50     |
| • NGF Play – End Cap Set (x2)           | £29.88      |
| • Wave (Anglian Water)                  | £27.48 (DD) |

**At this point in the agenda Cllr Green excused himself from the meeting.**

### **12.4 To approve the use of the 2018 Table of Parochial Fees.**

The council approved the use of the 2018 Table of Parochial Fees.

### **12.5 To consider the way forward in respect of Council banking arrangements.**

It was agreed to take no action in changing the current banking arrangements until the loan was repaid in August. However, the Chairman will attempt to amend the contact details.

## **13. Correspondence for circulation.**

The following correspondence was circulated:

- Letter from Chief Constable regarding cuts to PSCO numbers.
- Clerks & Councils Direct

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

- Flooding on Gateley Road related to the ditch on the amenity area.

## **15. The Chairman confirmed the next meeting of Brisley Parish Council will be held at 7.00pm on Wednesday 7<sup>th</sup> March 2018 at Brisley Village Hall.**

**The meeting closed at 9.35pm.**