

**MINUTES OF THE MEETING OF BRISLEY PARISH COUNCIL HELD ON WEDNESDAY  
4 MARCH 2015 AT THE VILLAGE HALL AT 7.30 P.M.**

**Present:** Councillor T Irons (Chair)  
Councillor E Coe  
Councillor K Brown  
Councillor N Curl  
Councillor J Garwood

Prospective District Councillors:- District Councillor W. Borrett  
District Councillor G Bambridge

One parishioner

**1. Apologies for absence.**

Apologies for absence had been received from Councillor Dennis who was away on family business and Councillor Jones who was recuperating from an injury and these were both accepted. Apologies for absence had also been received from county Councillor M Kiddle Morris and District Council R Duffield.

**2. Declarations of Pecuniary Interest.**

There were no DPIs.

**3. Minutes of the Previous Meeting.**

Councillor Coe proposed and Councillor Garwood seconded the resolution that the minutes of the meeting held on Wednesday 4 February 2015 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 two District Councillors introduced themselves and explained that both are existing District Councillors and are standing in the new ward of Upper Wensum that has replaced two old wards, Upper Wensum and Eynsford. Therefore there will be two Councillors for the ward.

**4.2 Public.**

There were no comments from the public.

The meeting was re-convened at 1945

**5. Matters to report.**

**5.1 Website.**

The Chairman reported that there are still some items on the website that are out of date which need to be removed and items that need updating. The Clerk will inform the website manager of the items.

**5.2 County Farms Tenants Meeting.**

Councillor Dennis was unable to attend. The Clerk will see if the information from the meeting can be forwarded to him.

**5.3 Funding of PCSOs.**

It was reported by the prospective District Councillor that the cost to a Parish Council or group of Parish Councils is about £15000. It was agreed not to proceed with a dedicated PCSO.

**5.4 Clearance at Patch Corner.**

The Clerk reported that Councillor Dennis had strimmed around the pond and tidied up. The willows still need cutting back. A date will be arranged once Councillor Dennis has returned to complete the work..

**5.5 Capita Town and Parish Planning Forum 10 February at Breckland Offices.**

Councillors Coe and Dennis had attended and Councillor Coe reported that it was a listening event. He felt that Capita were negative in that it feels that there is little input from parishes that will effect planning decisions. The information will be circulated.

**5.6 Neighbourhood Planning Meeting 27 March 1000-1600.**

Councillor Brown will hopefully attend.

**5.7 NRCC Merger with WNCVA.**

The Clerk reported that the Norfolk Rural Community Council and West Norfolk Voluntary and Community Action have agreed to a merger of the two organisations. The WNVCA will be dissolved and the assets transferred to NRCC.

**5.8 Timing for Parish Council Elections.**

The Clerk reported that nomination papers have to be at Breckland Council by 4.00p.m. on 9 April 2015. He reminded the Councillors that it is their responsibility to ensure the papers are at Breckland Council not the Clerks and that these ought to be taken in by hand.

**5.9 NRCC Petition for Continued Funding from Defra.**

Defra had agreed to continue the funding for NRCC.

**5.10 Annual Parish Meeting.**

It was agreed to invite the same organisations as last year plus a report on the HLS scheme and the allotments.

**6. Highways.**

**6.1 Matters raised at the last meeting.**

The hedge on School Road and after a couple of e-mails including pointing out on a map where the problem is Norfolk County Council has agreed to cut these back. Norfolk County Council had responded regarding the request for a H-bar outside Rose Cottage on School Road. The Highways Technician had visited site and does not feel that the addition of a H-bar is likely to be effective. The resident will be informed.

**6.2 New problems.**

The pothole on B1145 near to Councillor Jones' gate has come out as has the filling near to the flashing sign at the east end of Church Street and these will be reported.

**6.3 Footpaths.**

There was nothing to report on footpaths.

**7. Planning.**

**7.1 Applications.**

**7.1.1 3PL/2015/0149/F-Highfields School Road-single storey front extension and cladding/plinth to existing front and side extension.**

No objection was raised to the application.

**7.2 Decisions.**

There were no decisions to report.

**7.3 Enforcement.**

**7.3.1 Matters Raised.**

The Clerk reported that he had received an e-mail from Breckland Council stating that there are two parcels of land at Pond Farm that the shooting is occurring on. The shoots are run by Alan Evans and he has confirmed that he will not exceed the permitted allowance and a record of all shoots has been kept and the police are aware. Therefore at this stage there is no breach of planning. The number of shoots will continue to be monitored.

**7.4 Changes to the Ability to Provide Affordable Housing and Open Space.**

The Clerk reported that the Government had changed the Planning Practice Guidance

on Planning Obligations. The effect is that the Local Authority is unable to rely on its current policies to contribute to affordable housing or open space for housing schemes that seek up to and including 10 dwellings or a total floor area of no more than 1000 sq.m.

#### **7.5 Bell P.H.**

The Clerk had received an e-mail from the potential purchaser of the Bell P.H. stating that he would not be proceeding with the purchase because of the unassured access across common land if there were to be a change of use. The Parish Council had not objected to any access to holiday accommodation. A Councillor had been approached stating that it is the Parish Council's fault that the sale has been terminated. It was agreed to place an article in the newsletter stating that the Parish Council had not objected to an easement for holiday accommodation and The Chairman will contact the potential purchaser.

### **8. Brisley Common.**

#### **8.1 New Problems.**

No new problems had been reported.

#### **8.2 Higher Level Stewardship.**

Councillor Jones had informed the Clerk that there was little to report.

#### **8.3 Tracks across the Green.**

The Clerk had not yet been able to speak to the resident at the southern end of the Green about the additional track. It was agreed to write the landowner of Panther Farm pointing out that his easement is to the B1145 not across The Green. The Clerk will prepare a sign to be placed to attempt to stop vehicles driving across The Green.

#### **8.4 Ditch under Manor Farm Barns.**

The Clerk had written to the owner but had not received a reply.

#### **8.5 Common Agricultural Policy.**

Councillor Jones had informed the Clerk that he will be meeting an advisor shortly as he had suggested that the Parish Council register with Defra for Single Farm Payment.

#### **8.6 Repair to the Culvert.**

Norfolk County Council had agreed to meet on site at 0900 on 6 March.

### **9. Finance.**

#### **9.1 Budget.**

Councillor Coe proposed and Councillor Curl seconded the resolution that the budget be approved. All were in favour.

#### **9.2 Balances and Cheques for Authorisation.**

These had been circulated and Councillor Garwood proposed and Councillor Brown seconded the resolution that these be approved. All were in favour.

#### **Bank Balance :-**

Balance at 31 12 14	6853.18
Plus receipts-Interest-3.54	
-HMT-.14	
-NCC Recycling Payment-87.46	<u>91.14</u>
Balance at 31 01 15	6944.32
Less unpresented cheques authorised 04 02 15	<u>330.43</u>
Balance at 04 02 15	6613.89
Less VAT on Amenity Project & HLS	<u>4115.84</u>
Balance at 04 02 15	2498.05
Plus HLS Nett	<u>1953.24</u>
	4451.29
Plus Amenity Project Nett-22017.71	
Play Area Nett-491.00	<u>22508.71</u>
Balance at 04 02 15	26960.00
Plus Income from Quiz Night Ring Fenced for Play Area	<u>418.05</u>

Balance at 04 02 15  
 Amount available for Section 137 : 227x£7.20 = £1634.40  
 Spend to Date : £40.00  
 Cheques for authorisation:

27378.05

418	B J Leigh	Salary Feb-£242.97 less PAYE -48.60	194.37
419	HMRC	PAYE Feb	48.60
420	Brisley Village Hall	Hall Hire	204.00
421	B J Leigh	Mileage 13miles @ .45 per mile-5.85 Use of Home as Office April 2014- March 2015-100.00 Telephone April 2014-March 2015-48.00 Postage October 2014- February 2015-5.83 Batteries for SAM2 sign-3.33	163.01
422	Beetley Parish Council	Stationery-3.47 Photocopying-81.59	85.06
423	Norfolk Woods and Hedges	Maintenance on Woodland Project	1428.00
424	Michael Rix Excavator Hire	Ditching Work The Green	1800.00

### 9.3 Fees for Burial and Monuments.

It was agreed to raise the fees in accordance with the Church of England Parochial fees Order.

### 9.4 Transparency Code for Smaller Authorities.

This had been circulated and it was agreed that there is additional work that is necessary and all the items will be placed on the website.

### 9.5 Purchase of a Defibrillator.

Councillor Brown informed the meeting that she had had a discussion about these with NARS who felt that it was better to do CPR rather than go and get the defibrillator as the person could die whilst waiting for it to get to the accident. NARS had also stated that the Co-op has some to give away. The possibility of training for CPR and the donation of a defibrillator will be investigated.

## 10. Amenity project.

### 10.1 Update on the Project.

The Chairman reported that he has ordered 3 3metrehigh trees to go round the stones. The extra matting has been delivered but he was not certain it was needed but it was agreed that this should be laid in the car park and Councillor Dennis will arrange this on his return. When the area is drier the bund will be completed. The Chairman will order the picnic tables and an opening ceremony held in the summer.

A lot of vehicles have been going to the allotment sites with materials. It was agreed that there should be no vehicles on the amenity project except those authorised by the Clerk. The post should be installed at the end of the car park to stop access. The advert in the Beetley Parish Newsletter had produced four more allotment holders so there is only a half plot left.

The Clerk reported on the insurance cover available from Came and Company. The Allotment Holders Committee will look into cover from the National Allotment Society. Two quotations had been received for signs one at about £1000 and the other for £500. It was agreed to proceed with Jungle Signs at a cost of about £500 but the Clerk will contact NWT to check if they have a contact for signs.

**11. Regular Checks.**

**11.1 Report.**

All is fine on the south as there is no fence.  
Extra mesh has been installed near to the pill box.

**12. Correspondence.**

The following correspondence would be circulated:-

**12.1**

**Clerks and Councils Direct March 2015**

**12.2**

**Information from Capita Planning Forum**

**13. Matters for the Next Meeting.**

There were no matters raised for the next meeting.

**14. Date of next Meeting**

This was confirmed as Wednesday 1 April 2015 to follow the Annual Parish meeting which will commence at 7.00 p.m. at the Village Hall.

The meeting closed at 2140 hours.