

**MINUTES OF THE MEETING OF BRISLEY PARISH COUNCIL HELD ON
WEDNESDAY 6TH NOVEMBER 2013 AT THE VILLAGE HALL AT 7.30 P.M.**

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

District Councillor R Duffield.

- 1. Apologies for absence.**
Apologies for absence had been received from County Councillor Kiddle Morris. The clerk was requested to send best wishes to the County Councillor for a speedy recovery to full health.
- 2. Declarations of Pecuniary Interest.**
There were no DPIs.
- 3. Minutes of the Previous Meeting.**
Councillor Jones proposed and Councillor Coe seconded the resolution that the minutes of the meeting held on Wednesday 2 October 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 1932.
 - 4.1 County and District Councillor Reports.**
The District Councillor explained that Breckland Council had decided at Cabinet not pay to Town and Parish Councils the grant that was paid in 2013 to assist with the cost to households of the changes to Council Tax Benefit. This has now been "called in" to the Overview and Scrutiny Committee on 21 November after which a decision will be taken by Council on 3 December.
 - 4.2 Public.**
There were no matters raised by the public.

The meeting was re-convened at 1938

- 5. Parking on School Road.**
Councillors had met on site at school road to discuss the possibility of forming a car parking area on part of the Green where the Japanese Knotweed and Himalayan Balsam is prevalent. It was agreed that the cost of this would be prohibitive. The possibility of providing an "on and off" facility on The Hill was also discussed by laying reinforced matting but it was also agreed that this was again too expensive. The removal of part of The Green from use by grazing rights holders could also cause objections. It was therefore suggested that two signs be purchased stating that the track around The Hill is for access to properties only.

Councillor Dennis proposed and Councillor Curl seconded the resolution that two signs be purchased but no other work be undertaken on the Hill or at the end of School Road. All were in favour.

Mrs Dykes is to written to explaining the decision.

The possibility of providing additional parking elsewhere is still being considered as Norfolk County Council has raised no objection to a parking area being created at the western end of the allotment area near to school Road.

6. Matters to report.

6.1 Website.

Nothing further had been heard and the Clerk will contact Norfolk ALC again.

6.2 Community Car scheme.

No person had come forward to become the coordinator.

6.3 Norfolk County Council Budget Consultation 2014/17 Event Swaffham 22 October

Councillors Coe and Dennis had been unable to find the entrance to Swaffham Town Hall so the Clerk reported that the meeting had highlighted the need for Norfolk County Council to save £189 million over the next three years. The shortfall for year one, 2014/15, had been bridged but there is still a shortfall for the following two years. A number of proposals had been suggested for consultation and The Clerk will forward these to all Councillors. A decision will be made at the next meeting.

6.4 Dates of Meetings for 2014.

These were agreed as follows:-

Parish Council Meetings

February 5th

April 2nd

June 4th

September 3rd

November 5th

March 5th

May 7th

July 2nd

October 1st

December 3rd

Annual Parish Council Meeting

May 7th

Annual Parish Meeting

April 2nd

6.5 Remembrance Sunday.

The Chairman will lay the wreath at the church at 1055 on 10 November. The school is not laying a wreath at the Patch this year so Norman Garwood will lay this at 1055 on 11 November.

6.6 Grazing Rights Holders Meeting.

This was held on 30 October and was well attended. The main topic was the sheep straying and the amount of electric fencing on the Green. The grazing rights holder explained that it is the responsibility of the adjoining landowners to fence their land to prevent the sheep wandering onto the property. This was accepted and he agreed to look into any problems that were raised and Councillor Coe stated that he would inform the grazing rights holder of any problems. It was accepted that if grazing ceases then the Parish Council would have a considerable cost in cutting the area each year but it was stressed again at the meeting that the Green is for the enjoyment of all not just the sheep. There have been several problems with the electric fencing being removed and thrown into hedges and this problem is to be highlighted in the newsletter.. The grazing rights holder at Harpers Green had requested that tups be used to graze the area in the winter and he was informed that this would be discussed at the next Parish Council meeting. The problem with thistles was discussed and it was agreed to spray these at the correct time and to consider spraying the central area of the north Green.

It was agreed that the Councillors undertake a parish walk again to identify any problems.

7. Brisley Common.

7.1 New Problems.

The track along the Roman Road had not been visited and it was agreed that Councillors Dennis and Jones would look at this and the ditch along the track to see if any further work can be undertaken. At the same time as a contractor prices for any remedial work on The Green Harpers Green also will be visited by the contractor to discuss the clearing of vegetation to allow fencing to be installed to open a further area for grazing.

7.2 Higher Level Stewardship.

It was agreed not to graze the area with tups this winter but ensure the blackthorn is cleared to allow fencing to be erected.

8. Correspondence.

The following correspondence will be circulated.

8.1 Clerks and Councils Direct November 2013

9. Finance.

9.1 Budget.

Councillor Coe proposed and Councillor Jones seconded the resolution that this be approved. All were in favour.

9.2 Balances and Cheques for Authorisation.

The Clerk confirmed that the loan from the Public Works Loan Board had been deposited into the Parish Council bank account. Councillor Curl requested that a separate account be kept for the Amenity Project to show the running costs as this progresses and the Clerk agreed to try and present the financial information in this format.

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

Bank Balance :-

Balance at 31 08 13	8903.05
Plus receipts	
-Interest-..70	
-Breckland precept-3000.35	
-Norfolk County council-recycling-90.78	<u>3091.83</u>
	11994.88
Less cheques authorised 04 09 13	<u>1043.89</u>
Balance at 30 09 13	10950.99
Less unrepresented cheques authorised 03 07 13-192.50	
unrepresented cheques authorised 02 10 13-1747.27	<u>1939.77</u>
Balance at 02 10 13	9011.22

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

Spend to Date : £140.00

Cheques for authorisation:

324	B J Leigh	Salary October-£234.23 plus back pay 01 04 13-30 09 13 14.04 less PAYE 33.80	214.47
325	HMRC	PAYE	33.80
326	CGM	Grass cutting	246.30

327	Norfolk County Council	Allotment rent	835.00
328	Dewing Farm Services	Hedge Cutting at Village Hall Car park	151.20
329	Brisley Village Hall	Donation towards the cost of chairs	300.00
330	Anglian Water	Water Connection for allotments	1393.20
322	Cancelled	Sent to PWLB as proof of account	0.00
323	Norfolk Woods and Hedges	Trees and guards for Amenity project	19437.48

Councillor Curl left the meeting.

9.3 Pay Increase for the Clerk.

The Clerk stated that he had not received an increase in his spinal column point since becoming Clerk. He requested that he be raised from SCP 18 @ £9.009 per hour to SCP19 @9.345 per hour for 6 hours per week. This would be an increase per annum of £104.88 and would be able to be incorporated into the budget for 2014/15.

Councillor Jones proposed and Councillor Garwood seconded the resolution that the Clerk's SCP be increased to SCP19 with effect from 1 April 2014. All were in favour.

9.4 Precept.

The Clerk had prepared a budget forecast and this was discussed at length. The Clerk will prepare a revised forecast for the December meeting when a decision will be made.

10. Highways.

10.1 Matters raised at the last meeting.

The Highways Department had reported that following investigation it has confirmed that a trod could be constructed on the south side of B1145 but there would need to be some adjustments to the covers. It was agreed to arrange a site meeting and obtain costs and also to request any further information about widening the footway outside Square House. It was reported that the Highway and Community Rangers had done an excellent job in clearing gulleys and culverts along Woods Lane following a complaint that the water was not able to flow away into the ditches.

10.2 New problems.

No new problems were reported.

10.3 Footpaths.

Councillor Jones reported that the gates on FP2 have again been left open at both ends. If this continues he would have to lock the gates to prevent his livestock escaping. Councillor Coe stated that his views are well known on locking accesses to footpaths and so it was agreed to obtain a price to install a stile.

Councillor Brown informed the meeting that a parishioner had complained to her that a gravestone had been cracked in the churchyard on the permissive path. Councillor Garwood felt that this had been cracked for some time and would go and look.

11. Regular Checks.**11.1 Report.**

The south has fencing with 1 cracked sign and the north has fencing and sheep
There are no problems at The Patch.

12. Amenity Project.**12.1 Update.**

The trench had been dug for the water and Councillors Jones and Dennis are to lay the pipe. The connection size is to be checked. All spraying had been done and the area marked for the trees.

13. Planning.**13.1 Applications.**

13.1.1 3PL/2013/0930/F-The Cottages Fludges Lane-erection of two storey extensions & double garages including demolition of existing outbuildings.

No objection was raised to the application.

13.2 Decisions.

13.1.1 3PL/2013/0751/F-Harpers Green Farm-installation of a 10kw. Ground mounted solar PV array. Permission

13.1.2 3TL/2013/0012/TL-Hawthorns Woods Lane-Extend pp 3PL/2010/0719/F - Addition of bedroom and en suite shower room over existing garage Permission

14. Matters for the Next Meeting.

There were no matters for the next meeting.

15. Date of next Meeting

This was confirmed as Wednesday 4 december 2013 at 7.30p.m at the Village Hall

The meeting closed at 2140 hours.