

Brisley Parish Council

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

Minutes of a meeting of Brisley Parish Council held at 7.00pm in the Village Hall on Wednesday 6th November 2019.

Present: Cllr Henry Collinge (Chair)
Cllr Tony Irons (Vice-Chair)
Cllr Brigid Fairman
Cllr Bobby Green
Cllr Peter Dennis
Cllr Richard Savory
Cllr Nicola Curl (arrived late)

One member of the public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting, apologies were received from C/Cllr Mark Kiddle-Morris.

2. To receive declarations of interest.

Cllr Dennis declared an interest in the allotments, which will be part of the budget discussion at item 12c.

3. To approve the minutes of the meeting held on Wednesday 2nd October 2019.

Cllr Savory proposed that the minutes be accepted as a true record, this was seconded by Cllr Green and agreed by Council. The Chairman duly signed the minutes.

4. To receive a Clerk's Report on the progress of items from previous meetings.

The Clerk's report was circulated and a copy is attached to the minutes.

5. To receive County/District Councillor reports.

In the absence of either Councillor, a report from the C/Cllr was circulated and is attached to the minutes.

It was noted that complaints are being raised regarding the Wednesday bus service to Norwich in that it is stopping at too many places, where there is not an official stop, and this results in a shorter time in Norwich. Council will investigate the problem and write to Norfolk County Council.

6. Open Forum: an opportunity for members of the public to raise new issues or speak in relation to items on the agenda.

There were no matters raised by members of the public.

7. Highways

a) To receive an update on any matters reported to Norfolk and Breckland Councils.

The following updates were noted:

- FP 6 – this will once again be reported to Highways as the route remains inaccessible.
- Woods Lane signage – new signage now installed.
- Flooding into the moat at Church Street – Highways have confirmed they will not take any action.
- Flooding on Litcham Road as you enter the village – this will be reported to Highways.
- Pot hole on Elmham Road – this has been repaired.
- Mud on Litcham Road as you enter the village – this has been cleared up.

b) To receive an update regarding issues on the Gateley Road.

Cllr Fairman reported that the SAM II sign had been placed in Gateley Road for 17 days and during this time not one vehicle had exceeded the 30mph speed limit. There is an average of nearly 300 vehicles using the road each day, although this is less at weekends. It was noted the figures were distorted in periods of heavy rain as the sign was unable to capture data accurately. The average speed is 22mph, with the maximum recorded at 29.5mph.

Given there is no evidence to request any action by Highways at the present time, Council agreed to raise the issue once again with C/Cllr Kiddle-Morris and to also investigate the possibility of a footpath in the adjoining field, which is owned by Norfolk County Council. It was also agreed to request that the hedge be cut back to allow more space for walkers.

Cllr Dennis suggested investigating the possibility of purchasing a SAM II sign to be shared with fewer parishes, as is the case with the present machine which is shared amongst eight parishes. This would allow a sign to be in the village for longer periods of time.

The SAM II sign had also been placed in School Road for one week, part of which was during the school holidays. During this time the number of vehicles using the road was between 550 and 700 a day, with the majority doing speeds of less than 35mph. However, 154 had been recorded doing speeds in excess of 35mph, with one vehicle travelling at 54mph. Council agreed that the camera needed to be on site for a longer period before the full picture can be obtained.

8. Planning

a) Applications for consideration.

There were no applications to consider.

b) Decisions to note.

The following decision was noted.

Application	Parish Council Comments	Breckland Status
3PL/2019/0977/F - Above Ground Installation Harpers Lane, Horningtoft - Installation of Photovoltaic (PV) panels, a Molded Case Circuit Breaker (MCCB) and Inverter kiosk, associated	Brisley Parish Council had no comments in respect of this application.	PERMISSION

footpaths and underground cabling within the Brisley Above Ground Installation (AGI) site.		
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c) To consider a letter to the Norfolk Strategic Planning Member Forum re rural Norfolk.

Cllr Dennis proposed sending a letter to the Norfolk Strategic Planning Member Forum supporting the CPRE vision of housing in rural Norfolk. This was seconded by Cllr Collinge and agreed by Council.

9. Open Spaces

a) To receive an update regarding the ragwort on the Amenity Area.

Cllr Dennis reported that it had not been possible to treat the ragwort this year but a contractor will be confirmed for Spring 2020. In addition, the ragwort between the trees will need to be either hand-pulled, strimmed or sprayed.

b) To receive an update regarding the invasive weed in Patch Corner pond.

A contractor will be asked for advice in respect of removal of this invasive weed, which will in time kill the pond.

c) To note the minutes of the Grazing Rights Holders Meeting held on 28th October 2019 and consider any actions raised.

The minutes of the meeting were noted and Council emphasised that the pedestrian gate must be installed at the very earliest convenience so a judgement can be made as to its success, or otherwise. There were no other actions raised.

d) To consider membership of the Upper Wensum Farm Cluster Group.

Cllr Dennis proposed approval of membership of the Group as it can only be a positive action for the parish council, this was seconded by Cllr Irons and agreed by Council. Cllr Savory reported that the Group were hoping to hold a Community Day on the Green in the near future to raise awareness of local environmental matters.

e) To consider future purpose of empty allotments – Christmas Trees/Orchard options.

Council considered three options, Christmas Trees, an apple orchard and pumpkins. Consideration was given to the initial outlay, manpower and eventual income of each option. Cllr Collinge proposed that Council proceed with the Christmas Tree option, this was seconded by Cllr Irons and agreed by Council.

It was noted that both volunteers and the School may wish to be involved in the scheme.

f) To consider repairs to the Parish Council notice board at the Village Hall.

A quotation of £150 had been received to repair the notice board and Cllr Collinge proposed that this be accepted. This was seconded by Cllr Dennis and agreed by Council.

g) To consider the appointment of a Footpath Warden.

Cllr Fairman volunteered to become the Public Rights of Way Warden and Cllr Collinge proposed approval, this was seconded by Cllr Irons and agreed by Council.

At this point in the meeting Cllr Curl arrived.

h) To consider purchase of grass seed for pond at The Hill.

Council agreed that grass seed was required but there was a large amount left on a vacated allotment which can be used initially, with further seed being purchased in Spring if necessary.

i) To consider a replacement culvert pipe on the Green.

Cllr Dennis reported that the culvert across the track near to Panther Pond had collapsed and required replacement, at an approximate cost of approximately £300. However, Council agreed to approach a local landowner for assistance in the first instance.

j) To consider any action to be taken in respect of the effluent discharge into the pond on the Green.

It was noted that information regarding the new regulations relating to discharge were being published in the next newsletter. Once this has been circulated, the residents concerned will be approached.

Cllr Irons requested approval from Council to proceed with an application to the Lottery Fund for a grant towards future pond renovations and Council approved this request.

10. To receive reports on the regular checks and discuss any issues arising.

- North Green – no problems reported.
- South Green – no problems reported although it was noted that an unapproved entrance across the common to a property had been created and the official entrance was shared with an adjacent property. Cllr Curl declared an interest as she was a nearby neighbour to the property in question. This situation will be monitored.
- Footpaths & Stiles – Cllr Fairman noted the excellent work carried out by the landowner in respect of the bridleway which runs off from School Road and is now the most accessible it has been for many years, Council recorded their thanks.
Footpath 6 continues to be a problem (see item 7a above) but FP 11 has been sprayed and is once again accessible.
The hedge along the footpath next to the village hall is overgrown but, as the property is currently empty, the Chairman will clear this.
- Churchyard – all neat and tidy, moles are present again and Cllr Green will deal.
- Patch Corner- needs a tidy up which will be carried out over winter.
- Play Area- the handicapped swing seat is now in position and the harness which is required will be locked in a secure box nearby. It was noted that any instructions must be made available and also to ensure the location of the security box will not be a hazard for children.
- Allotments – the fence is in need of repair and Cllr Dennis will deal. A report of rubbish on the allotments had been received and this will be checked and cleared, if necessary.
- Amenity Area – Busy Brisley has weeded the Centenary Area trees which will need tree guards in due course, however, funds are available.

11. To consider the Townlands Charity income and fund allocation.

Cllr Curl agreed to research this matter and report back to the next meeting.

12. Finance & Governance Matters

a) To receive a financial report for the year ending 31st March 2020.

The financial report was noted.

b) To receive an update regarding council banking.

All three signatories are now in place and it was hoped the Clerk would have access shortly. Unjustifiable delays had been experienced changing banks and a letter of complaint will be sent once all matters are finalised.

c) To consider a draft budget for the year ending 31st March 2021.

Council were advised to give consideration to once again raising the precept, if they wished to continue the current levels of maintenance throughout the village. Although some minor savings can be made, there is an upward trend of costs, combined with decreasing reserves, which must be addressed. Council agreed to seek the views of local residents via the newsletter which is due to be published shortly with a decision then being made at the December meeting.

d) To approve the following payments.

Cllr Curl proposed approval of the following payments, this was seconded by Cllr Irons and agreed by Council.

• Clerk (November – Salary/Expenses)	£332.41
• Grass Contractor	£270.00
• Website Hosting (one year)	£100
• NCC (Amenity Area Rent)	£750.00
• Swing Seat & Harness	£758.08 (grant funded)
• Harness Locking Cabinet	£177.54 (grant funded & paid on 29.10.19)
• Knotweed Treatment (The Hill)	£85.00

13. Correspondence for consideration.

The following correspondence was noted and no actions were required.

- To consider a request to support a Local Electricity Bill.
- Norfolk County Farms Annual Tenants' Evening 2019 – 5.30pm on Wednesday 20th November.
- Parish Paths Seminar – Monday 28th October 2019
- County Wildlife Sites Newsletter
- Norfolk County Council Budget Consultation 2020/21
- Breckland Local Plan Update
- Norfolk Fire & Rescue – Draft Integrated Risk Management Plan
- NCC Proposal to maintain existing recycling credit rate for 2020/21
- Digging up Norfolk – Boreas and Sheringham Shoal.

14. To receive any new items for the next agenda.

The following items will be included in the next agenda:

- NALC Well-Being Initiative.
- Purchase of a SAM II sign.
- Firework Free Zone.

15. To confirm the next meeting of the Parish Council will be held on Wednesday 4th December 2019 at 7.00pm in the Village Hall.

Council noted the date of the next meeting.

The meeting closed at 9.20pm.

Signed:

Date:

Brisley Parish Council

**Clerk's Report – November 2019
(matters for information only)**

- **Green Energy Project** – work remains ongoing to find consultants who can quote on the feasibility work. This is a lengthy process.
- **Ponds Project** – another excellent job done by the volunteers, under the guidance of Bridget Diggins, a lot of scrub cleared. It is hoped the digger man will be in to do his work on the 31st October; £500 of the cost will be grant funded from the Norfolk Wildlife Trust and the remaining £300 by funds raised by Mrs Diggins. It is also hoped he will be able to return to the pond rejuvenated in 2018 to clear the pipe and increase flow into pond, hopefully alleviating some of the problems being experienced with effluent discharging into the pond.

Unfortunately, the tree works were reported to Breckland and it now appears that we should have obtained a licence. For future reference, anything (over 75mm) in the conservation area does require prior approval. I explained the situation to the Breckland Officer and am hopeful that we will receive a caution, although they can fine us if they wish. I will keep you updated.

Mrs Diggins will have her garden open to the public twice next year and hopes to raise further funds towards this project.

- **The Hill** – the second treatment to the Japanese knotweed has been carried out. The knotweed responded well to the first treatment but apparently it 'fights back' after the second year.

Sheryl Irving
Clerk
Brisley Parish Council

Norfolk County Councillors Report November 2019.

Budget: The County Council is consulting on proposals for the 2020-21 budget. The consultation runs from 23rd October until 10th December. The Councils Budget Book 2019 – 2022 contains the details of the proposed budget and this is available on the NCC website. Consultation responses can be made using an online form which can be viewed at www.norfolk.gov.uk/budget or by post using a paper copy of the form from the website. Paper response forms can also be obtained by telephoning 0844 800 8029.

At the meeting on the 13th January the Cabinet will review the findings from the public consultation, the outcome of the local government settlement, other risk and impact assessments and agree final proposed budget savings. Cabinet will then recommend a set of budget proposals to Council which meets on the 17th February.

Norfolk Fire and Rescue service (NFRS). NFRS are consulting on the draft Integrated Risk Management Plan 2020-2023. By law every fire service must produce an IRMP which sets out how to achieve goals of improving public safety, reducing the number of emergency incidents and saving lives. The draft IRMP is available to view on the NCC website and responses can be made via an online form. Consultation closes on the 10th December.

Boundary Review. The Boundary Commission (BC) is carrying out an independent review of the County Council Divisions in Norfolk. The purpose of the exercise is to ensure that each councillor represents, as nearly as possible, the same number of voters. The Boundary Commission is minded to recommend that NCC retains its current number of 84 Councillors. County divisions are tied to district borough and city lines, Breckland District currently has 12 County Councillors and the BC have suggested this should be increased to 13 based on the current increase in population of the District and the projected population growth over the next 5 years. Thus, it is inevitable there will be some change within Breckland to divisional boundaries. The consultation is available to view on the BC website and closes on the 2nd December. There will be a further consultation on the draft recommendations between 3rd March 2020 and the 11th May 2020, the BCs final recommendations will be published on the 4th August 2020.

OFSTED's Visit to NCC. OFSTED made a focussed visit to Children's Services to inspect the Councils handling of child safeguarding calls and referrals the so called "front door" of child welfare and protection. Ofsted said that the service had been transformed since their last visit in November 2017 and that the quality of decision making was consistently strong.

Road Closures. Anybody wishing to visit Norwich on Friday 8th November should be aware of extensive road closures to accommodate the Big Boom firework display from Norwich Castle. The details are on the NCC website.