

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 5th February 2020.

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

C/Cllr Mark Kiddle-Morris
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 Cllr Nicola Curl.

2. To receive declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on Wednesday 4th December 2019.

Cllr Irons proposed that the minutes be accepted as a true record, this was seconded by Cllr Savory 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 report was noted and is attached to the minutes.

5. To receive County/District Councillor reports.

C/Cllr Kiddle-Morris gave an update and this is attached to the minutes.

A query was raised as to whether it would be possible to have a 40mph speed limit on the B1145 coming from the Mileham direction as there had been a recent spate of accidents. The C/Cllr will investigate.

A query was raised as to why it was taking so long to clear the flooding at Woods Lane, despite it being reported early and photos and information passed to Highways. The C/Cllr reported that there were currently many instances of flooding in the County, many more serious, and it was a case of prioritising the works. However, Woods Lane was now programmed and will be cleared by the 27th February, at the very latest.

The Chairman thanked C/Cllr Kiddle-Morris for his input.

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

A member of the public raised the following issues:

- Regarding the easement discussed at the previous meeting, the member of public reported that access had been there for many years despite the new gates/entrance installed in recent years.
- Can Council ensure the public footpath near to the new campsite will not be blocked – Council responded that the site is not yet clear but path access will be monitored.
- It had been disappointing that the flooding on Woods Lane was taking so long to clear as it impacted on residents who lived nearby, by blocking the access to their property.

7. Highways

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

Council noted the following updates:

- FP 6 – Notice B being issued to landowner by NCC, which will impact on any farming subsidies received if the footpath is not brought back up to standard.
- Woods Lane flooding – discussed previously, at item 5.

b) To receive a report from Public Rights of Way Warden.

The PROW Warden had no update but confirmed she was meeting with an expert in recording rights of way, to explore any routes in and around Brisley which needed adding to the definitive map prior to the cut-off date in 2026.

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

Council were informed that the tenant of the field was not willing to permit a pathway to be installed inside the field, on the short piece of land between the village hall and the bus shelter. However, he had confirmed that the adjoining hedge had been cut right back which allowed for better visibility and more space on the roadway.

d) To receive an update re the purchase of a SAM II sign.

Council noted that a match funding application had been submitted for the purchase of a SAM II sign but unfortunately the lottery application for the remaining funds had been rejected. An additional £1,500 would be required and it was agreed to defer this decision until near the end of the next financial year.

e) To receive an update re the Wednesday Norwich Bus Service.

No update was available and this item was deferred to the next meeting.

8. Planning

a) Applications for consideration.

There were no applications for Council to consider.

b) Decisions to note.

There were no decisions for Council to note.

9. Open Spaces

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

Cllr Savory had identified the weed and informed Council it was not a notifiable invasive weed but should be removed where possible. Cllr's Savory and Dennis will address this issue in the summer.

b) To receive an update regarding the Christmas Tree project.

Cllr Irons reported that the school children will be planting 90 christmas trees on Friday 14th February and councillors were invited to attend, if available. Cllr Dennis will prepare the holes prior to planting. The school are now keen to be involved in village projects, local wildlife and conservation.

c) To receive an update regarding the replacement culvert pipe on the Green.

The local farm trust had kindly donated a concrete pipe and a quote for the digger works had been received. Cllr Fairman proposed the works go ahead at a cost of £350, this was seconded by Cllr Savory and agreed by Council. The works will not be carried out until dryer weather.

d) To receive an update in respect of the effluent discharge into the pond on the Green.

The Chairman had been able to speak to one resident but had not yet been able to speak to the other two. It appeared that the three dwellings shared one tank, with joint responsibility. Cllr Savory reported that the Upper Wensum Cluster Farm Group had a water testing kit and would be able to test the quality of the water in the pond.

e) To receive an update regarding a wildflower churchyard.

In the absence of Cllr Curl, this item was deferred to the next meeting.

f) To receive an update regarding the grass cutting contract.

The Council were informed that an additional £20 per cut would be required to cut the junction of School Road and the B1146 and a licence would be required from Highways. Cllr Collinge proposed approval of this addition to the contract, this was seconded by Cllr Irons and agreed by Council. The grass cutting contract will now be confirmed with the contractor for 2020.

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

- North Green – no issues reported.
- South Green – no issues reported.
- Churchyard – Cllr Green reported that moles are in evidence again and he will deal with them.
- Patch Corner – Cllr Dennis reported that some more work to tidy the area would be required in the summer. Quotes are to be obtained for a replacement seat.
- Play Area – Cllr Irons reported that the box for the harness was now in situ. The fireman's pole would need repainting again and it was agreed to consider a stainless steel replacement.
- Allotments – Cllr Dennis reported that the fencing wire urgently needed replacing and a quote for approx. £600 had been received, with a 15 year guarantee for the wire. Cllr Irons proposed replacement at a cost of up to £600, this was seconded by Cllr Green and agreed by Council.
- Amenity Area – Cllr Savory reported that the potato boxes for the tree guards was working well and a second one was currently being filled. However, there would be a cost for the plastic to be removed of £15 per bin (which are larger than one potato box). Cllr Collinge proposed removal as required, this was seconded by Cllr Irons and agreed by Council.

Finance & Governance Matters

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

The financial report was noted.

b) To receive a report regarding allotment fees and annual water charges.

Council noted that all existing tenants had renewed for 2020. The water charge for 2019 had amounted to £102.36 and it was agreed there was no need for any additional charge to tenants.

c) To consider approval of a VETS (defibrillator) refresher course.

A request for a refresher course had been received from one of the VETS volunteers. Council agreed that, given the cost of a course at £175, to offer this training once every three years. Accordingly, a course for the volunteers will be arranged in 2021.

It had been noted that the school defibrillator is likely to be reinstalled and it was agreed to investigate if this could be added to the Council defibrillator maintenance insurance, with the cost charged to the school. This may result in a saving for the school.

d) To consider moving the July 2020 meeting, due to a clash with the Norfolk Show.

Council agreed to move the meeting to the 8th July 2020.

e) To note the amended date of the next Grazing Rights Holders Meeting.

Council noted that the next meeting will be held on 24th February 2020.

f) To receive a report regarding public sector website accessibility regulations.

Council were informed that the website had been brought up to the required standard and an accessibility statement would be published in due course.

g) To receive a report regarding Operation London Bridge.

Clr Irons volunteered to take this issue forward and will liaise with both the school and the PCC.

h) To review the following policy documents:

Clr Collinge proposed approval of the following documents, this was seconded by Clr Dennis and agreed by Council.

- Standing Orders
- Financial Regulations
- Risk Assessment & Management Strategy
- Asset Register

i) To approve the following payments.

Clr Collinge proposed approval of the following payments, this was seconded by Clr Fairman and agreed by Council.

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|--------------------------------------|---------------------------|
| • Clerk (February – Salary/Expenses) | £335.08 |
| • Hedge Cutting | £90.00 (paid 2.1.2020) |
| • Xmas Trees etc | £219.00 (paid 16.12.2019) |

11. Meeting Dates for 2020.

Council noted the following meeting dates for 2020.

Wednesday 4th March
Wednesday 6th May (following the Annual Parish Meeting commencing at 7.00pm)
Wednesday 3rd June
Wednesday 8th July
Wednesday 2nd September
Wednesday 7th October
Wednesday 4th November
Wednesday 2nd December

12. Correspondence for consideration.

Council noted the following correspondence:

- Western Link Update
- Great British Spring Clean
- Boundary Commission Review – proposed amendments.

In respect of the boundary commission review, it was agreed to submit an objection that Brisley was a 'natural fit' with the current set-up and the proposed amendment was not as ideal.

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

There were no new items for the agenda.

14. To confirm the next meeting of the Parish Council will be held on 4th March 2020 at 7.00pm in the Village Hall.

Council noted the date of the next meeting.

The meeting closed at 8.30pm.

Signed:

Date:

Brisley Parish Council

Clerk's Report – February 2020 (matters for information only)

- Council will recall that a complaint was received at the December meeting regarding the hunt ruining the footpath at Harpers. I contacted the Hunt Secretary and she agreed they would make every effort to avoid footpaths in the future. Unfortunately, the situation had been exacerbated last year due to the extremely wet weather.
- Unauthorised access across the Green – as instructed at the December meeting, I sent a letter to the estate agency who are marketing the property, outlining the lack of an easement. They confirmed the information will be forwarded to the vendors.
- Cllr Savory kindly installed the post and chain gate at the Gateley Road entrance to the Amenity Area, at no cost to the Council.
- The school are reinstating the defibrillator and the cabinet will be returned to them in the near future.
- As part of our membership of the Upper Wensum Cluster Farm Group, the Wensum Valley Bird Watching group have very kindly volunteered to carry out a bird survey on Harpers Green to help us understand what species are stable and which ones we may need to support. Once a date is known, the grazing rights holders will be advised.

Sheryl Irving
Clerk
Brisley Parish Council

County Councillor for Necton and Launditch
Report for February 2020

Norfolk County Council (NCC) has made a submission to the Boundary Commission (BC) as part of the consultation being carried out into the areas which Councillor elected to NCC will represent. The submission allocated Division boundaries based on a roughly equal number of electors in each area, population growth to 2025 is also considered. The NCC submission was due to be discussed on February 3rd at an Extraordinary Council meeting. However, there has been an objection at the 11th hour to the housing growth projections from a district council and the whole process will have to be revisited using revised methodology. As before NCC will work with all the district councils and the BC to ensure that any reworked proposals represent a consistent approach across the County. Consequently, the consultation period has been extended by the BC to the 24th March.

NCC has worked hard over the last 18 months to ensure that the Norfolk Library Service is fit for purpose and offers more than just lending books. All libraries now offer computer access, free Wi-Fi, self-service, out of hours access through the Open Library scheme as well as lending books. Each of the 47 libraries have additional offers, what additional facilities are available at your nearest library can be viewed on the NCC website. There is an application called Libby which is available on most tablet operating systems which enables registered users of NCC libraries to download books, and an application called PressReader which allows access to thousands of newspapers and magazines online. All these services are available with an NCC library card and an associated pin.

As part of a commitment to shorten journeys to special schools for children requiring special needs education NCC are planning to build 4 new special schools in Norfolk. One of the new schools is planned to be built in Fakenham for children and young people with autism. The new school will be built on the former Fakenham College site and will take up to 100 pupils aged between 5 and 16. A planning application will be submitted this month and the school could accept the first pupils in early 2022.

The Council's budget will be set at the meeting of the Council on the 17th February. The government has agreed a one off grant towards adult social care and the proposal is to increase Council Tax (2% increase in the Adult Social Care precept and 1.99% increase in the general rate), this is insufficient to cover the inflationary and demand cost increases projected in 20/21 and certainly not enough to reverse any of the reductions in service applied in previous years. We are still waiting for government to make a firm decision on business rate retention as a funding stream for local government and to implement the Fairer Funding formula which would see rural counties such as Norfolk receive a larger slice of national funding. The central government budget that could address these issues has been delayed from February until March and is therefore beyond the date which NCC must set its budget.

NCC Local Transport Plan 2020-2036. The last Transport Plan was agreed in 2011, since then there have been many changes to the way and how much they travel, shopping on the internet, local transport schemes, car sharing etc have all changed the way and why we travel. NCC want to know the priorities that the public place on transport; what is required and how it will be used up to 2036. Responses can be made on the NCC website until 28th February.

Norfolk Rail Prospectus 2020. NCC wants the views of the public as to what is required of the rail network and what benefits are expected from an improved rail network. We will use a consultation which runs until the 28th February to gather views that will provide evidence for an updated Rail Prospectus which will be used to influence the delivery plans of the rail industry.