

Brisley Parish Council

Minutes of a meeting of Brisley Parish Council held on Wednesday 1st July 2026 at 7.00pm in the Village Hall.

Present: Cllr Henry Collinge (Chair)
Cllr Julie Colley
Cllr Bridget Diggins
Cllr Peter Dennis
Cllr Bobby Green
Cllr Tony Irons

County Cllr Tom Dickerson
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllr Dykes were approved.

2. To receive declarations of interest.

There were none declared.

3. To approve the minutes of the meeting held on the 3rd June 2026.

Cllr Collinge proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr Diggins and unanimously agreed by Council. The Chairman duly signed the minutes.

At this point in the meeting, Cllr Dennis arrived.

4. To receive County and District Councillor reports.

County Cllr Tom Dickerson updated Council on the following issues:

- The Norfolk County Council CEO has stepped down and an interim will fill the vacancy until a permanent replacement is found.
- Local Government Reorganisation is awaiting Parliamentary approval; NCC has applied for a Judicial Review.
- Unfortunately, the C/Cllr had been unable to stop the verge cutting on Fludges Lane and many wildflowers have been cut back
- A project has commenced to look at the Norwich link road again.
- Small electrical items can now be taken to the recycling centres. The appointment system still stands at present.
- In respect of flashing 20mph lights at the school, traffic surveys will be carried out.

- The Members' Fund has been cancelled and it is envisaged that the monies will be better targeted in the future.
- The waste collected in the forthcoming food collections will be composted and sold.
- A meeting is being held with the new highways contractors because there are issues regarding pothole repairs etc.

The C/Clr then left the meeting.

5. Open Forum: an opportunity to hear from members of the public.

There were no members of the public present.

6. Highway Matters

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

Council noted the following updates.

- Degradation of road surface on Gateley Road – works programmed.
- VAS sign, Church Street – condemned – awaiting replacement.
- Livestock warning signs on Elmham Road stolen – reported to Highways and will be replaced.
- Duck signs on Church Street – removed at request of the Parish Council as no longer required.

b) To receive an update on the request to NCC to reconsider the withdrawal of Konect Bus 23.

Council noted that the service will not be reinstated as Brisley is not in the catchment area for Dereham schools and there is no requirement to put on a service which apparently is not being used.

c) To receive an update regarding the Parish Partnership scheme installation of information boards for the Green.

Council noted that the final draft design is due this week and members were advised to check it carefully.

d) To receive an update regarding 20mph flashing lights at the school.

This item was dealt with at item 4 above.

7. Planning

a) Applications for consideration.

There were no applications for consideration.

b) To note any planning decisions/appeals.

There were no decisions/appeals to note.

c) To receive an update regarding the Housing for Local People scheme.

Council noted that Anglian Water will object to the application but, if it is permitted, will be obliged to connect the new dwellings to the existing system.

d) To receive an update regarding the Breckland Local Plan.

Council noted the next consultation is due in this month.

8. Open Spaces

a) To consider public liability cover requirements regarding the ponds on the commons.

Council noted the requirements from the insurance company and a risk assessment will be carried out in respect of inspections, maintenance, signage etc. Cllr Dykes has volunteered to measure the ponds.

b) To receive an update regarding the polluted South Green pond.

Council noted that officers from the Environment Agency have visited the site and positive action is being taken to identify the source of the pollution. Cllr Diggins reported that the bulrushes and reeds are now filling up the pond.

9. To receive reports on the regular inspections of village sites where the Council has a responsibility and consider any maintenance required.

North Green (Cllr Green) – all is in order.

South Green (Cllr Diggins) – grazing and hay making continue. Orchids and other wildflowers came back well after initial graze. A meeting is planned with the grazier next week to discuss how we top and remove growth from areas impossible to fence.

Footpaths (Cllr Diggins) – three stiles leading from the common have been cleared of brambles. No reports of any other issues.

Churchyard (Cllr Colley) – nothing to report, all in good order.

Play area (Cllr Dykes) – no update due to Cllr Dykes absence but no issues reported. Cllr Collinge proposed approval of a budget of up to £50 for a replacement 'No Dogs Allowed' sign, which has gone missing, this was seconded by Cllr Irons and unanimously agreed by Council.

Cllr Green suggested that the wooden equipment be given a coat of wood preserver to extend their life. Cllr Collinge proposed a budget of £100, this was seconded by Cllr Dennis and unanimously agreed by Council. Cllrs Green and Collinge volunteered to carry out the works, following a risk assessment being carried out.

Cllr Dennis had met the inspector carrying out the annual inspection who advised that the balance beam bolts needed to be tightened and Cllr Dennis will carry out this work.

Defibrillator (Cllr Dykes) – regular checks continue and replacement pads are on order.

Patch Corner (Cllr Dennis) – generally in good order but there is an abandoned car in the layby for a good number of months and its condition is deteriorating. It has been declared SORN and should not be on a public highway. A note will be put on the vehicle requesting it be moved.

Allotments (Cllr Dennis) - there are now two half plots vacant. Cllr Dennis volunteered to clear one plot which has been left full of debris and Council were grateful to him. The other plot will be mowed until it is required by a tenant.

Amenity Area (Cllr Dennis) – the car park has now been resurfaced and there is enough aggregate left over to do ongoing repairs for some time.

The memorial tree by School Road is just about alive with two shoots growing from its base. Cllr Colley reported that the Friends of Brisley Church have kindly offered to donate a replacement oak tree and this was gratefully accepted by Council.

Harpers Green (Cllr Dennis) – two cows were seen on the common although there may have been more hidden in the scrub. There is little grass at the moment with the hot, dry spell having its effect. The level of water in the ponds is very low.

It is a good time to get the area topped as both the thistles and ragwort are flowering and the regenerating gorse is at a good height to cut. The contractor will be asked to cut it low as soon as possible.

10. To receive an update regarding a Brisley Speedwatch Team.

Council noted that the required number of six volunteers have now submitted their applications and the next stage is to identify sites, in liaison with Norfolk Constabulary. The leader will now take the group forward and this item can be removed from the agenda.

11. To note the end of the Village Emergency Telephone System.

Council noted that, as previously agreed, the VETS system will end on 8th August 2026 at the end of the current contract. Volunteers will be notified and signs removed.

12. Finance & Governance Matters

a) To receive a financial report for the year 31st March 2027.

The financial report (attached) was noted.

b) To approve the following payments and note any receipts.

Cllr Collinge proposed approval of the following payments, this was seconded by Cllr Irons and unanimously agreed by Council. The receipts were noted.

PAYMENTS

P24	Clerk Salary & Allowance (July)	£516.48 (SO)
P24	HMRC PAYE	£2.00
P24	HMRC Employers NIC	£12.22
P18	Grass Contractor 2 (May)	£350.00

P21	Grass Contractor 1	£228.60
P22	Grass Contractor 2	£tbc
P23	No Parking Sign (Clerk)	£44.34
P24	Aggregate (Car Park Resurfacing)	£506.62
P25	CPRE Annual Membership	£36.00 (DD)

RECEIPTS

	Allotment Deposit Withheld	£30.00
R5	Internment/Memorial Fees	£348.00
R6	Crowdfunder	£77.22

In respect of Crowdfunder, Council agreed to leave the project running for the duration of the summer. A note of thanks will be sent to everyone who has donated.

13. Correspondence for consideration.

There was no correspondence for consideration.

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

It was agreed to add the possible sale of the Christmas Trees growing on the allotment to the next agenda.

15. To note the next meeting of the Parish Council will be held on Wednesday 2nd September 2026 at 7.00pm in the Village Hall.

Council noted the date of the next meeting and the Chairman then closed the meeting at 7.46pm.

Signed: _____

Date: _____

BRISLEY PARISH COUNCIL - FINANCIAL REPORT - JULY 2026

BUDGET REPORT FOR YEAR ENDING 31ST MARCH 2027

PAYMENTS*	ACTUAL 2025/26	BUDGET 2026/27	SPEND TO DATE	AVAILABLE	% SPEND
Salary	5,966	6,359	2,161	4,198	34%
Admin	1,483	2,058	912	1,146	44%
Open Spaces	10,066	10,697	2,020	8,677	19%
Donations		0	30		
TOTAL	17,515	19,114	5,124	14,020	
HLS (Harpers)	360	1,125	2,446	-	217%
Donations	-	130	0.00		
Defibrillator	100	140	0.00		
TOWNLANDS	100	270	-		0%
<i>*includes payments as listed on agenda</i>					
Open Spaces includes all green spaces with the exception of Harpers Green.					
RECEIPTS	ACTUAL 2025/26	BUDGET 2026/27	RECEIVED TO DATE	DUE	% RECEIVED
Precept	13,260	15,830	7,915	7,915	50%
Burials	-	-	348	348	
Wayleaves	510	511	-	511	0%
Allotments	795	615	-	615	0%
Amenity	2,034	2,028	48	1,980	2%
Bank Interest	242	-	66	-	
TOTAL	16,841	18,984	8,377	10,673	44%
HLS (Harpers)	2,469	1,469	-	1,469	0%
(HLS currently extended to 30.06.2028)					
TOWN LANDS	270	270	-	270	0%

Bank Reconciliation as at 9th June 2026

Balance per bank statements	
Barclays Savings Account	23,163.28
Barclays Current Account	3,053.26
Less any unrepresented cheques	0.00
Add any outstanding payments into bank	0.00
	26,216.54
The net balance reconciles to the Cash Book for the year, as follows:	
Opening Balance as at 1st April 2026	24,979.67
Add receipts in the year	8,878.13
Less payments in the year	7,641.16
Closing balance per cash book	26,216.64
which includes the following reserves:	
Higher Level Stewardship Scheme (Harpers)	7,890.91
Tree Reserve	1,000.00
Defibrillator	95.65
Townlands	390.00
Allotment Deposits	420.00
GENERAL RESERVE	16,420.08