

Brisley Parish Council

Minutes of a meeting of Brisley Parish Council held on Wednesday 4th March 2026, at 7.00pm in the Village Hall.

Present: Cllr Henry Collinge (Chair)
Cllr Richard Dykes (Vice Chair)
Cllr Peter Dennis
Cllr Julie Colley
Cllr Bobby Green

County Cllr Mark Kiddle-Morris
District Cllr Gordon Bambridge
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllrs Diggens and Irons were approved. Apologies were also received from the Breckland Planning Officer due to deliver item 4.

2. To receive declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on the 4th February 2026.

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

4. To receive a presentation from a Breckland Planning Officer regarding Planning and Conservation Areas/Article 4.

In the absence of the Officer, there was no presentation.

5. To receive County and District Councillor reports.

D/Cllr Bambridge reported that work on the Local Plan continued. A great deal of his time is being spent on flood work and the conclusion emerging was that much of the flooding in Norfolk was due to a lack of river maintenance.

C/Cllr Kiddle-Morris reported that council tax will increase by 4.99%, the maximum permitted and this was mainly due to the removal by Government of a £6.5M rural services grant.

In respect of devolution, the elections for a mayor are currently due to take place in 2028.

A decision from Government in respect of Local Government Reorganisation as to how many unitary authorities there will be is due this month. County elections will take place in May. Once the Unitary Authority(s) are in place in 2028, there will be two councillors for each division, currently there is one county councillor and six district councillors.

The C/Cllr also confirmed that works on the Gateley Road have been programmed.

The Chairman thanked both Councillors for their reports.

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

There were no members of the public present.

7. Highway Matters

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

- Degradation of road surface on Gateley Road – works programmed.

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

Council noted that a regular use of the service from Brisley had been established and the decision to remove the service was being reconsidered.

c) To receive an update regarding the Parish Partnership scheme application for 50/50 match funding in respect of information boards for the Green.

Council noted that a decision was awaited.

8. Planning

a) Applications for consideration.

There were no applications to consider.

b) To note any planning decisions/appeals.

Council noted that the following application remains pending.

- PL/2026/0126/VAR & LB – Rose Cottage, School Road - VAR Application for removal or variation of a condition following a grant of planning permission.

The following application has been refused.

- PL/2025/1965/FMIN – Land south of Gateley Road and adjacent to The Old Orchards - erection of three detached dwellings, with garages, and access via shared driveway directly from Gateley Road.

The following application has been approved.

- PL/2026/0065/HOU- Church House, Church Street – removal of 3 no sky lights from single storey roof, brick up double doors on east elevation, change window to door on north elevation.

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

Council noted that there was no update.

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

This item had been discussed at item 5 above.

9. Open Spaces

a) To consider recipient of amenity area hay for 2026.

Council noted that two of the active grazing rights holders had declined the offer of hay, although one had kindly volunteered to cut and tidy the amenity area if required. Council agreed that the hay should be offered to the third grazing right holder.

b) To note the date of the next Grazing Rights Holders Meeting – Monday 23rd March at 7.00pm.

The date of the next meeting was noted.

10. 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) – there is a large amount of gorse regrowth at the rear of the green and Cllr Collinge proposed an additional days mulching, assuming it can be added onto the ongoing Harpers work with no additional transport costs, this was seconded by Cllr Green and unanimously agreed by Council.

A resident requested that a pile of spoil from old ditch works could be spread out. Council agreed that this would be costly and would have to wait until any future ditching work.

South Green (Cllr Diggins) – recent water testing of the polluted pond again shows high levels of phosphates. Phosphate levels indicate sewage levels entering the water course. The Environment Agency can now be informed of the testing results as they agreed to take action against any polluters once households had a chance to upgrade their systems; which would be free of charge under the nutrient neutrality scheme. The Parish Council continues to closely monitor the situation.

Unfortunately, a second pond and the ditch running behind the cricket pavilion is also now showing high levels of phosphates and this will be investigated. The condition of other ponds is good.

Cllr Dennis reported that an adjacent householder had asked if ten tonnes of topsoil would be of any use on the Green and Council agreed this was not advisable.

Cllr Green will attach some chicken wire to the Jubilee Bridge so it is not slippery for walkers.

Certification and public liability insurance is being obtained from the person who carries out vermin control on the Green.

Footpaths (Cllr Diggins) – nothing to report.

Churchyard (Cllr Irons) – nothing to report.

Play area (Cllr Irons) – a quote for a replacement stainless steel fireman’s pole had been received, at a cost of £890. Council agreed this was too high and Cllrs Green and Dennis will investigate to see what other action can be taken, such as repairing the existing pole or permanently blocking off access to the pole. The pole has been taken out of use and is currently safe.

A ‘no dogs’ sign was found in the hedge and reinstated thanks to Cllr Dykes. However, it has now been torn off again and Cllr Green will reinstate once again and other sign options will be investigated.

Patch Corner (Cllr Dennis) – the pond is full and one of the adjoining fence panels has fallen into it; this will be monitored.

Allotments (Cllr Dennis) – the site is drying up and works are slowly starting again. The Christmas trees are growing away now.

Amenity Area (Cllr Dennis) – the amenity area has had its first cut. Council noted that the car park will require further attention once the weather improves.

Harpers Green (Cllr Dennis) – the mulching work has commenced and the Green is looking very good. There are some minor fence repairs required and Cllr Dennis will deal.

The new grazing rights holder has been in touch and confirmed they are willing to work with Council in respect of the Higher Level Stewardship Scheme; they will attend the next GRH meeting. Grazing at Harpers this year will be discussed at the forthcoming grazing rights holders meeting.

11. To receive an update regarding Community Resilience – Emergencies and Civil Contingencies.

Cllr Dykes confirmed that offers of help are coming in, following the request in the recent newsletter. The scheme will be launched at the Annual Parish Meeting in May.

12. Finance & Governance Matters

a) To receive a financial report for the year ending 31st March 2026.

The financial report (attached) was noted.

b) To approve the use of Townlands Funds for the defibrillator maintenance.

Council confirmed previous agreement to use the funds for the defibrillator maintenance, with the remainder to be left in the Townlands fund.

c) To consider any charitable requests for donations.

There was no proposal to make any donations.

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

Cllr Collinge proposed approval of the following payments, this was seconded by Cllr Colley and unanimously agreed by Council.

PAYMENTS

P55	Clerk Salary & Allowance (March)	£503.06 (SO)
P55	HMRC PAYE	£4.20
P55	HMRC Employers NIC	£10.54
P53	Clerk – Postage	£6.96
P54	Village Hall Rental 2025	£120.00

13. Correspondence for consideration.

Council noted the application to amend the register in respect of Harpers Common, CL66.

Council noted that the Norfolk Wildlife Trust will be holding a pond management training session in the Village Hall, then looking at the ponds on the Green, date tbc. Confirmation of their public liability insurance has been confirmed.

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

Council noted that there is likely to be an adequate number of volunteers for a Speedwatch Team and this will be confirmed once all the newsletters have been delivered.

15. To note the Annual Meeting of the Parish Council will be held on Wednesday 6th May 2026, following the Annual Parish Meeting which will commence at 6.30pm in the Village Hall.

Council noted the date of the next meeting, which will follow the Annual Parish Meeting. The Chairman then closed the meeting at 8.22pm.

Signed: _____

Date: _____

BRISLEY PARISH COUNCIL - FINANCIAL REPORT

BUDGET REPORT FOR YEAR ENDING 31ST MARCH 2026					
MARCH 2026					
PAYMENTS*	ACTUAL	BUDGET	SPEND	AVAILABLE	%
	2024/25	25/26	TO DATE		SPEND
Salary	5,556	5,923	5,966	- 43	101%
Admin	1,753	1,850	1,483	367	80%
Open Spaces	9,947	10,359	10,066	293	97%
TOTAL	17,256	18,132	17,515	617	
Other**	0	0	610.20	0	
HLS (Harpers)	1,630	1,065	360	705	34%
DEFIBRILLATOR	235	235	100	135	43%
TOWNLANDS	473	270	-	150	0%
<i>*includes payments as listed on agenda</i>					
<i>**includes Notice Board</i>					
Open Spaces includes all green spaces with the exception of Harpers Green.					
RECEIPTS	ACTUAL	BUDGET	RECEIVED	DUE	%
	2024/25	2025/26	TO DATE		RECEIVED
Precept	13,000	13,260	13,260	-	100%
Burials	192	-	-	-	
Wayleaves	990	511	510	1	100%
Allotments	755	635	795	- 160	125%
Amenity	2,034	2,028	2,034	- 6	100%
Admin	200	-	-	-	
Bank Interest	343	-	190	-	
TOTAL	17,514	16,434	16,789	- 165	102%
HLS (Harpers)	1,469	1,469	2,469	- 1,000	168%
(currently extended to 30.06.2028)					
TOWN LANDS	270	270	270	-	100%

Bank Reconciliation as at 11th February 2026	
Balance per bank statements	
Barclays Savings Account	23,045.16
Barclays Current Account	2,526.96
Less any unpresented cheques	0.00
Add any outstanding payments into bank	0.00
	25,572.12
The net balance reconciles to the Cash Book for the year, as follows:	
Opening Balance as at 1st April 2025	23,698.79
Add receipts in the year	20,663.41
Less payments in the year	18,790.08
	Closing balance per cash book 25,572.12
which includes the following reserves:	
Higher Level Stewardship Scheme (Harpers)	9,771.16
Tree Reserve	1,000.00
Defibrillator	95.65
Townlands	390.00
Allotment Deposits	450.00
	GENERAL RESERVE 13,865.31