

Brisley Parish Council

Minutes of the meeting of Brisley Parish Council held on Wednesday 2nd September 2026 at 7.00pm in the Village Hall.

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

District Cllr Gordon Bambridge
County Cllr Tom Dickerson
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. There were no apologies for absence.

2. To receive declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on the 1st July 2026.

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

4. To receive County and District Councillor reports.

County Cllr Tom Dickerson reported that the new CEO was now in place. There is a budget deficit of £14M but there will be no cuts to front line services.

A JCB pothole machine will be in the area next week, on trial. He will chase up the works planned for the Gateley Road.

In respect of Local Government Reorganisation and a question put at a previous meeting, the initial cost will be £90M, but full costs likely to be 3-4 times this amount.

In respect of the 20mph limit for the school, surveys are currently being conducted at schools around the county. Council considered this matter and, as speeding is difficult given the number of parked cars at school time, flashing lights in the village are not appropriate, and there will be a more effective Speedwatch Team operating soon, Cllr Green proposed that the flashing 20mph signs not be pursued, this was seconded by Cllr Diggins and put to the vote, with five in favour and

two against, the vote was carried. Council agreed that speed reduction measures such as chicanes would be too expensive but the C/Cllr said that if the Speedwatch Team obtained data showing excessive speeding then this could be considered.

District Cllr Bambridge reported that he supports Local Government Reorganisation and believes the three unitary council system will work well.

In respect of the Western Link, Breckland is supporting the new proposal but believes it should be dual carriageway. The C/Cllr said that Natural England will only support a single carriageway.

In response to a question regarding water supply and planning, the D/Cllr said that groundwater supplies are likely to run out by 2050/60. There are no plans for storage and Natural England are resistant to farmers building their own reservoirs. It is an issue that Government needs to address and the planning system needs to be completely revised.

In response to a query regarding crash barriers at the corner of Church Street/Gateley Road, the C/Cllr said there must be more appropriate options and will ask the Highways Engineer to look at the site.

The Chairman thanked both Councillors for their reports.

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; being chased up by the C/Cllr.
- VAS sign, Church Street – condemned – awaiting replacement; being chased up.
- Livestock warning signs on Elmham Road stolen – reported to Highways and now replaced.
- The Hill, roadside degradation – will be reported to Highways.
- School Road – overgrown hedge – will be reported to Highways.

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

Council noted that the signs have been delivered and agreed the two locations as:

- North Green – opposite the pill box.
- South Green – near the cricket pitch.

Cllrs Dennis and Green volunteered to look at installation and Cllr Collinge proposed a budget of £50, this was seconded by Cllr Irons and unanimously agreed by Council.

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

This matter was discussed earlier in the meeting at item 4.

d) To consider an application to the Parish Partnership scheme 2027.

As discussed at item 4, Council will consider crash barriers (or alternatives) for Church Street/Gateley Road corner. There were no other suggestions.

7. Planning

a) Applications for consideration.

There were no applications to consider.

b) To note any planning decisions/appeals.

Council noted that the following application has been approved:

- PL/2026/0896/NMA – Crest Bungalow, The Green - application for a non-material amendment to permission ref. 3PL/2023/0361/F - change of roof materials from shingle to pantile and addition of PV panels to roof slope.

Council had objected to this application and no decision has yet been made on the following application:

- PL/2026/1089/FMIN - Hall Farm, Church Street – change of use and conversion of an agricultural storage building to 1 no self build dwelling, and a new toilet cabin to serve the existing tourism use.

The D/Cllr reported that the majority of planning decisions will now be made by planning officers, with little regard to parish council opinions. Concerns were raised that there will be no checks on officer decisions.

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

There was no update in respect of this application.

d) To receive an update regarding the Breckland Local Plan and consider any response to the Regulation 19 Consultation.

Council agreed not to respond to the latest consultation.

8. Open Spaces

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

Council agreed the way forward regarding signage and Cllr Dykes, together with Cllr Diggins, will measure all the ponds.

Cllr Collinge proposed approval of the risk assessment, this was seconded by Cllr Diggins and unanimously agreed by Council.

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

Council noted that the dye tests will be carried out by the Environment Agency in due course and members will be asked to monitor the pond.

c) To note the date of the next Grazing Rights Holders meeting – 5th October 2026.

The date of the next meeting was noted.

d) To consider the sale of the allotment Christmas Trees.

Council agreed that Cllr Dennis should report to the next meeting with full details of the trees available this year and a proposed cost. Council can then agree the way forward, with a post on facebook and a collection day being considered.

e) To consider a 2026 rent reduction for an allotment tenant taking on another plot.

Council agreed that, at this stage in the year, there will be no charge for an existing tenant taking on a further half plot this year.

f) To receive a report regarding the Play Area annual inspection.

Cllr Dykes reported that he had attended a routine play area inspection course.

The annual play area inspection report was received and has raised a number of issues, most of which are minor, with the area showing general signs of wear and tear. Cllr Dykes will deal with many of the minor issues and a quote will be obtained to repair the tower, which had been damaged by vandals, as well as a quote for all the issues raised in the report. It was also agreed to obtain a quote for replacement goal nets, with the existing ones being removed.

It was agreed that a notice should be put on the village facebook page and in the Upper Wensum Diary alerting residents of the vandalism taking place in the village and asking them to report any incidents they may see to the police.

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) – the grass has greened up very quickly, given the very dry summer. Cllr Green will clear back a tree obstructing Green Lane.

South Green (Cllr Diggins) – following the dry conditions and the difficulties that the GRH had with grass levels and no shade, the South Green is not in the best of shape and as yet no topping has taken place. Thistles have thrived and it is hoped action regarding topping will happen soon.

Footpaths (Cllr Diggins) – a member of the public has voiced concern about FP6 from the Gateley Road to the North Green. This was reported to Highways but no action appears to have been taken.

Churchyard (Cllr Colley) – all in good order.

Play Area (Cllr Dykes) – see item 8f. above.

Defibrillator (Cllr Dykes) – defib pads have been replaced due to existing having expired.

Patch Corner (Cllr Dennis) – all in order.

Allotments (Cllr Dennis) – a vacant half plot has been taken, leaving just one half plot available.

Amenity Area (Cllr Dennis) – the area generally is in good order and has come through the drought surprisingly well. Council agreed the memorial tree should be replaced with a kind offer from the Friends of St Barts of a replacement tree.

The hedge planting of last year has lost many of the plantings, which will not be replaced. It was agreed not to continue with the application for additional hedging due to the line which would need to be followed, making hedge cutting challenging.

Disappointingly, litter is being left in the car park by visitors. The post for the ‘dog mess’ sign at the entrance from the car park has also been broken, Cllr Green will remove/repair.

Harpers Green (Cllr Dennis) – there are two cows grazing the area and there is just about enough grass for them. The recent rain has improved the situation. Some autumn/winter maintenance will be required. It was also noted that there will be additional works topping/hedge cutting to be added to the grass tender for 2027.

The Hill – there is a small amount of Japanese Knotweed and the contractor has been contacted. There is also some Himalayan Balsam, although not as much as in previous years, and some has been pulled.

10. To receive an update regarding the Community Resilience Emergency Plan.

Cllr Dykes proposed a one page, laminated, information sheet be delivered to each household and asked Council members to consider the draft and report back to him before the next meeting, when it can be finalised.

11. Finance & Governance Matters

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

The financial report (attached) was noted. It was agreed that the Crowdfunder had been a success and the signs should come down at the end of September, and to recommence a new project at Easter 2027.

b) To appoint an Internal Auditor for the year ending 31st March 2027.

Cllr Collinge proposed the appointment of Mrs Dann at a cost of £50.00, this was seconded by Cllr Dykes and unanimously agreed by Council.

c) 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. Council noted that 50% of the cost of the lecturns will be recovered from the parish partnership scheme. The receipts were noted.

PAYMENTS

P26	Safety Wire for Jubilee Bridge	£11.22
P28	Digger Hire – Car Park	£217.50
P27	Aggregate – Car Park	£506.62
P29	Parish Partnership – Lecturns	£2,737.20
P30	WAVE Allotment Water	£103.79 (DD)
P33	Artwork – Information Boards	£1,000.00
P32	Clerk Salary & Allowance (Aug)	£516.68 (SO)
P32	HMRC PAYE	£1.80
P32	HMRC Employers NIC	£12.22
P22	Grass Contractor 2 (June)	£350.00
P31	Grass Contractor 1 (July)	£680.40
P34	Annual Play Area Inspection	£138.00
P35	No Dogs Allowed Sign (Clerk)	£45.42
P37	Clerk Salary & Allowance (Sept)	£516.68 (SO)
P37	HMRC PAYE	£1.80
P37	HMRC Employers NIC	£12.22

RECEIPTS

R8	Crowdfunder – Amenity Area (total to date)	£212.47
R7	UK Power Networks – Wayleaves	£510.16

12. Correspondence for consideration.

There was no correspondence for consideration.

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

There were no new items received for the next meeting.

14. To note the next meeting of the Parish Council will be held on Wednesday 7th October 2026 at 7.00pm in the Village Hall.

The date of the next meeting was noted and the Chairman then closed the meeting at 8.37pm.

Signed:

Date:

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	3,183	3,176	50%
Admin	1,483	2,058	988	1,070	48%
Open Spaces	10,066	10,697	3,950	6,747	37%
Donations		0	30		
TOTAL	17,515	19,114	8,150	10,994	
Parish Partnership		1,141	3,281		
HLS (Harpers)	360	1,125	2,806	- 1,681	249%
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	510	1	100%
Allotments	795	615	-	615	0%
Amenity (inc C/Funder)	2,034	2,028	212	1,816	10%
Bank Interest	242	-	66	-	
TOTAL	16,841	18,984	9,051	9,998	48%
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 11th August 2026

Balance per bank statements

Barclays Savings Account	16,663.28
Barclays Current Account	2,701.53

Less any unrepresented cheques	50.02
Add any outstanding payments into bank	0.00

19,314.79

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	9,303.35
Less payments in the year	14,968.23

Closing balance per cash book 19,314.79

which includes the following reserves:

Higher Level Stewardship Scheme (Harpers)	7,170.91
Tree Reserve	1,000.00
Defibrillator	95.65
Townlands	390.00
Allotment Deposits	420.00

GENERAL RESERVE 10,238.23