

Brisley Parish Council

Minutes of the meeting of Brisley Parish Council held on Wednesday 2nd October 2024, at 7.00pm in the Village Hall.

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

District Cllr Gordon Bambridge
County Cllr Mark Kiddle-Morris
Two Members of the Public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

In the absence of the Chairman, Cllr Collinge, the Vice Chair, Cllr Irons, took the chair and welcomed everyone to the meeting. Apologies received from Cllr Collinge were approved.

2. To receive declarations of interest.

Cllr Dennis declared an interest in item 10.b and Cllr Dykes declared an interest in item 7b. Neither will take part in any discussion.

3. To approve the minutes of the meeting held 4th September 2024.

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

4. To receive County and District Councillor reports.

County Cllr Kiddle-Morris reported on the following county matters:

- The devolution deal is not going ahead and it is possible that the government will make a joint offer with Suffolk.
- The County Council has submitted objections to the National Grid pylons planned for Norfolk to Essex.
- There is over 6,000 acres of new solar farm planned for Swaffham and surrounding areas with the consultation ongoing. Decisions will be made by the Secretary of State. Council members raised concerns about the use of good agricultural land and the impact on Norfolk tourism.
- The inspection of the School Road area by the flood management team is programmed for this week, and it was anticipated they will make recommendations to be taken forward by both highways and landowners.

District Cllr Bambridge reported on the following district matters:

- The Boundary Commission are reviewing wards and changes will be made. Breckland has requested that all wards are represented by a single member.
- Car parking charges will be introduced in some form, the details of which are yet to be finalised although Dereham will have one car park with a free period of parking.
- The Local Plan is now on pause because of the new housing targets set by Government. There may be a new call for sites.
- The A47 dualling has commenced but the decision re the Western Link is on hold.
- D/Cllr Bambridge is meeting with the Local Authority Flood Interest Group and the new Floods Minister. He advised that any flooding should be reported on the Flood Line.

The Chairman thanked both Councillors for their reports and D/Cllr Bambridge then left the meeting.

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

There were no matters raised by members of the public.

6. Highway Matters

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

Council noted the following updates:

- School Road, blocked drain – ditch and drain cleared.
- The raised verges at the top of School Road are a safety issue due to the lack of highway visibility and the C/Cllr is waiting for the Highways Engineer to inspect.

b) To receive an update regarding speeding issues in School Road.

Council noted the Highways report re mitigation measures is awaited.

c) To note the Parish Partnership Scheme and to consider any projects for 50/50 grant funding.

Council was advised of the December closing date and to bring forward any ideas.

7. Planning

a) Applications for consideration.

There were no applications to consider.

b) To note any planning decisions/appeals.

Council noted that no decision had been made on the following application:

- 3PL/2024/0614/LB & 0615/HOU – Rose Cottage, School Road - proposed two storey extension, enlarged garage and siting two new outbuildings bin store / shed to front boundary & shed to side/rear boundary.

c) To receive an update regarding the Breckland Local Plan and consider any action.

This matter had been dealt with at item 4. above.

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

Council noted that Highways have inspected the site and their report is awaited.

At this point, County Cllr Kiddle-Morris left the meeting.

8. Open Spaces

a) To receive an update re the appeal to the Section 38 Application decision.

No update was available.

b) To receive an update regarding a wildflower area in the churchyard.

The details of the application to 'Awards for All' are being finalised, before submission.

c) To receive an update regarding the works to the polluted South Green pond.

Council noted the tree works have been completed and the digger is due in tomorrow.

Council then addressed the issue of the high invoice received from the tree contractor, which was more than double the quotation, and agreed the contractor should not have underquoted but then, as soon as the additional works were identified, contacted the Clerk, as they had been advised. The contractor was aware of the extent of the works when quoting but it may have been more work than anticipated.

Cllr Dennis proposed that the contractor be asked to reinvoice, with a maximum of £1,600 to be paid, this being the amount of the highest quote received. This was seconded by Cllr Diggens and unanimously agreed by Council.

d) To consider any works required to the trees in the churchyard.

The quote has not yet been received. Cllr Dennis raised a request made by a member of the public for a leylandii hedge bordering the churchyard be replaced with a native hedge. Council advised that the hedge was privately owned and not a matter for the parish council.

e) To receive an update regarding the application for hedgerow plants for the amenity area.

Council noted that the hedge plants have been approved and a contractor will plant them. A request for the contractor to prepare the site has also been made.

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

North Green (Cllr Green) – no problems reported.

South Green (Cllr Diggens) – grazing appears to have finished and all fencing down except that closest to road. Still waiting for the bottom end to be topped. This is a big increase in thistles, possibly because of the wet spring and July.

There is a blocked ditch and culvert by the stile leading to the footpath in bottom corner which needs clearing before winter.

The culvert crossing leading to the bottom gate has now deteriorated and been washed away by the ditch overflowing so that it is no longer passable with a vehicle should the grazier wish to access the very bottom gate.

Footpaths (Cllr Diggins) – no problems reported.

Churchyard (Cllr Irons) – there are a lot of moles and Cllr Collinge will deal. Cllr Green proposed a one-day hire of a roller, when weather permits, to roll the stones left by the drain contractor into the ground, this would resolve the problems being encountered by the grass contractor. This was seconded by Cllr Dennis and unanimously agreed by Council. Cllrs Green and Dennis will deal with this matter.

Play area (Cllr Irons) – nothing to report. The quote for repairs has been received for £666.20 and Council agreed that, although another quote should be sought, the work was urgent as it was a matter of safety and Cllr Dennis proposed acceptance of the quote, this was seconded by Cllr Green and unanimously agreed by Council.

Patch Corner (Cllr Dennis) – many thanks to Councillor Green for the work he has done cutting back the willow growth.

Allotments (Cllr Dennis) – it is good to see all the available plots taken and most being worked well.

Amenity Area (Cllr Dennis) – there are still some hay bales left on the area which need to be moved by the North Green Grazing Rights Holder, otherwise nothing new to report.

Thanks to Cllr Colley for the replacement gate post which has now been installed.

Harpers Green (Cllr Dennis) – the area is good order at the moment with plenty of grass for the cattle grazing. Cllr Dennis will obtain a quote for a days mulching work to stop the gorse from encroaching too far.

The Hill – the Japanese Knotweed has had its annual treatment and is responding well.

At this point, Cllr Diggins left the meeting.

10. Finance & Governance Matters

a) To receive a financial report for the year ending 31st March 2025.

The financial report (attached) was noted.

b) To review the allotment rental fees.

Council agreed to make no change to the fees.

c) To review the burial fees.

Cllr Green proposed an increase, in line with Diocese charges, to the burial fees, this was seconded by Cllr Dykes and unanimously agreed by Council. The new charges are:

- Burial of body over 18 years - £366
- Burial of cremated remains - £192

d) To consider the allocation of Townlands funds.

Council noted that no response had been received from the school re any pupils in hardship and Cllr Dennis proposed that £150 remain in the fund in the event of any need, with the remainder being donated to the church restoration fund, this was seconded by Cllr Green and unanimously agreed by Council.

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

Cllr Colley proposed approval of the following payments, this was seconded by Cllr Dykes and unanimously agreed by Council. The receipt was noted.

PAYMENTS

P33	Grass Contractor 2 (August)	£340.00
P40	Clerk (October Salary & Allowance)	£463.62 (SO)
P37	SLCC Membership	£50.76
P35	Community Heartbeat – Annual Support Defib	£162.00
P36	The Hill – Japanese Knotweed Treatment	£25.00
P38	Grass Contractor 1 (Sept)	£349.50

RECEIPTS

Bank Interest	£91.79
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11. Correspondence for consideration.

Council noted that the RWE Community Fund was now open to applications but Brisley was not currently in the eligible area. The High Grove Solar Farm consultation was also noted.

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

There were no new items received for the next agenda.

13. To note the next meeting of the Parish Council will be held on Wednesday 6th November 2024, at 7.00pm in the Village Hall.

Council noted the date of the next meeting and the Chairman then closed the meeting at 8.05pm.

Signed: _____

Date: _____

BRISLEY PARISH COUNCIL

FINANCIAL REPORT

OCTOBER 2024

Bank Reconciliation as at 10th September 2024		
Balance per bank statements		
Barclays Savings Account	21,686.36	
Barclays Current Account	2,071.90	
Less any unrepresented cheques	376.00	
Add any outstanding payments into bank	510.16	
		23,892.42
The net balance reconciles to the Cash Book for the year, as follows:		
Opening Balance as at 1st April 2024	25,356.70	
Add receipts in the year	8,379.74	
Less payments in the year	9,844.02	
Closing balance per cash book		23,892.42
which includes the following reserves:		
Higher Level Stewardship Scheme (Harpers)	6,832.71	
Defibrillator	430.65	
Townlands	353.00	
Admin - Office Equipment	59.17	
Open Spaces:		
Pond Project	1,319.96	
Allotment Deposits	330.00	
Knotweed at The Hill	<u>15.00</u>	
GENERAL RESERVE		14,551.93

BUDGET REPORT FOR YEAR ENDING 31ST MARCH 2025

October 2024

PAYMENTS*	BUDGET	SPEND	AVAILABLE	%	RECEIPTS	BUDGET	RECEIVED	DUE	%
	2024/25	TO DATE		SPEND		2023/24	TO DATE		RECEIVED
Salary	5,628	3,105	2,523	55%	Precept	13,000	6,500	6,500	50%
Admin	2,011	1,105	906	55%	Burials	-	-	-	
Open Spaces	11,134	5,360	5,774	48%	Wayleaves	511	510	1	100%
Donations	-	-	-		Allotments	585	60	525	10%
TOTAL	18,773	9,570	9,203	51%	Amenity	2,028	-	2,028	0%
					HMRC	-	-	-	
HLS (Harpers)	900.00	334.00	566.00	37%	Admin	-	-	-	
					Bank Interest	-	174.85	0	
TOWNLANDS	270.00	0.00	623.00	0%	TOTAL	16,124	7,245	9,054	45%
DEFIBRILLATOR	226.00	235.00	-9.00	104%	HLS (Harpers)	1,469	-	1,469	0%
					TOWN LANDS	270	-	270	0%
<i>*includes payments as listed on agenda</i>									

Open Spaces includes the Common, the Churchyard, Patch Corner, the Amenity Area, the Play Area and the Allotments & the Christmas Tree project etc.