

Brisley Parish Council

Minutes of a meeting of Brisley Parish Council held on Wednesday 3rd June 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 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. 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 6th May 2026.

Cllr Collinge 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.

The new County Cllr, Tom Dickerson, said he will provide an official report at the end of each month. The new Cabinet are looking at everything and reviewing what is in place but will not lose any front-line services. He is now the Cabinet Member for Highways and has already signed a contract for new pothole repair machinery.

In respect of Local Government Reorganisation, this will be challenged and he was asked to provide evidence of the supposed savings.

At this point in the meeting, Cllr Tony Irons arrived.

In response to a question regarding the recycling centres, the C/Cllr said that the booking system was being reviewed and ways to dispose of small electrical items were being considered, as the current facility had recently suffered fire damage and was no longer operational.

The Chairman thanked the C/Cllr for his report.

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 cost of replacement.

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

The C/Clr will take this forward on behalf of the Council.

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

Council agreed the proposed wording and the final design will soon be ready for approval.

d) To consider speed reduction options in the village, including Village Gates, a traffic island, better signage and 20mph flashing lights at the school.

Council agreed that furniture such as Village Gates etc would not be affordable as one set of gates alone costs approx. £8,000, with Council having to find 50% of that.

It was hoped that the new Speedwatch team will be able to provide evidence of speeding and, if necessary, this can then be brought to the attention of the police for action.

The C/Clr will advise regarding a 20mph speed limit at the school although it was agreed that it would be difficult to do more than 20mph due to the high number of parked cars at dropping off and collection times.

In respect of an island at the School Road/Church Street junction, the C/Clr advised that Highways will not consider this unless there is evidence of regular accidents occurring.

Finally, Cllr Dennis warned of unintended consequences of traffic changes, such as the high amount of traffic now using the Gateley Road due to the installation of speed chicanes at North Elmham.

7. Planning

a) Applications for consideration.

There were no applications for consideration.

b) To note any planning decisions/appeals.

There were no decisions to note.

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

There was no update in respect of this matter.

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

Council noted the next consultation is due to commence in July.

8. Open Spaces

a) To receive an update regarding repair options for the fireman's pole in the play area.

Council noted that, with approval from the insurance company and a risk assessment being carried out, Cllrs Dennis and Green will now repaint the pole.

b) To consider any improvement works at the Amenity car park.

Council considered quotes for a mini digger and aggregate and Cllr Dennis proposed approval of a £600 budget to repair the car park, this was seconded by Cllr Green and unanimously agreed by Council. It was hoped that the repairs would last at least three years but it was noted that this is very much dependent upon weather and use.

c) To consider carrying out a risk assessment on the council ponds to agree any appropriate signage.

Council agreed that a check should be made with the insurance company as to whether general warning signs at the entrances would be adequate, rather than individual signage at each pond.

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

Council noted that the Environment Agency Officer is due to attend the pond shortly and they have the power to take action against any offending households.

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 green is in good order but the livestock warning signs have been removed from the poles near Panford Beck and will be reported.

South Green (Cllr Diggins) – grazing now well under way.

Footpaths (Cllr Diggins) – no issues reported.

Churchyard (Cllr Colley) – all is in good order. Council considered whether the plastic flowers should be removed, as per the Burial Ground regulations, and Cllr Colley will carry out an inspection.

Play area (Cllr Dykes) – the area is generally showing signs of wear, with many minor maintenance issues required, although nothing is in an unsafe condition. Cllr Dykes will attend his play area inspection training course and then advise Council of what is required. Council acknowledged that the equipment is ageing, and future planning is required.

One of the 'No dogs allowed' signs has again been removed and Cllr Green will provide some stronger metal stakes for the signage.

Defibrillator (Cllr Dykes) – all is in order. The pads are due to expire in July and replacements have been ordered.

Patch Corner (Cllr Dennis) – all is in order but Cllr Dennis will have a tidy up of the bus shelter and repair a broken fence panel.

Allotments (Cllr Dennis) – there are three plots which are not being attended and the tenants will be advised to tidy them up.

Amenity Area (Cllr Dennis) – the commemorative Oak Tree will be replaced later in the year as it is in a poor condition and not thriving.

Cllr Collinge proposed a budget of £50 for a 'no parking' sign at the Gateley Road entrance as parked cars are blocking the entrance and making it difficult for passing cars, this was seconded by Cllr Colley and unanimously agreed by Council.

Harpers Green (Cllr Dennis) – all is in order although there is not enough grass and the pond is drying up.

At this point, Cllr Green left the meeting.

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

Council noted that confirmation of the number of volunteers who had returned their application forms was awaited.

11. Finance & Governance Matters

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

The financial report (attached) was noted.

b) To consider amending the bank signatories.

Cllr Collinge proposed that Cllr Dykes be added as a new bank signatory, this was seconded by Cllr Diggins and unanimously agreed by Council.

c) To review the Townlands rental fees.

Cllr Dennis proposed that the rental fees remain as they are, this was seconded by Cllr Dykes and unanimously agreed by Council.

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. The receipt was noted.

PAYMENTS

P15	Play Area Training (Cllr Dykes)	£60.00
P14	Brisfest (FOBS) Sponsorship	£30.00
P19	Clerk Salary & Allowance (June)	£516.68 (SO)
P19	HMRC PAYE	£1.80
P19	HMRC Employers NIC	£12.22
P16	Website (Annual Renewal)	£142.06
P13	Grass Contractor 2 (April)	£350.00
P17	Grass Contractor 1	£228.60
P18	Grass Contractor 2	£tbc
P20	Paint for Fireman's Pole (Cllr Dennis)	£42.98

RECEIPTS

R4	Crowdfunder	£24.04
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12. Correspondence for consideration.

There was no correspondence to consider.

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

Cllr Dennis requested that the Breckland Planning Officer again be asked to attend the next meeting to give a presentation regarding Planning and Conservation Areas.

14. To note the next meeting of the Parish Council will be held on Wednesday 1st July 2026 at 7.00pm in the Village Hall.

Council noted the date of the next meeting and the Chairman then closed the meeting at 8.07pm.

Signed:

Date:

BRISLEY PARISH COUNCIL - FINANCIAL REPORT - JUNE 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	1,650	4,709	26%
Admin	1,483	2,058	892	1,166	43%
Open Spaces	10,066	10,697	1,757	8,940	16%
Donations		0	30		
TOTAL	17,515	19,114	4,330	14,814	
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	-	-	-	-	
Wayleaves	510	511	-	511	0%
Allotments	795	615	-	615	0%
Amenity	2,034	2,028	48	1,980	2%
Bank Interest	242	-	-	-	
TOTAL	16,841	18,984	7,963	11,021	42%
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 12th May 2026

Balance per bank statements

Barclays Savings Account	23,097.47
Barclays Current Account	4,413.66
Less any unpresented cheques	440.00
Add any outstanding payments into bank	0.00

27,071.13

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	8,788.28
Less payments in the year	6,696.82

Closing balance per cash book

27,071.13

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	450.00

GENERAL RESERVE

17,244.57