

BRISTON PARISH COUNCIL

The Parish Office
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The minutes of the July meeting of Briston Parish Council held on Monday 13 July 2026 at 7 pm in the Copeman Centre, Briston

Present: Cllr John Davies Chairman
Cllr Mrs Tracey Kidd Vice Chairman
Cllr John Wing
Cllr Maurice Gray
Cllr Gavin Nutkins
Cllr Mrs Ava Graves
Cllr Reg Lampard

Clerk: Mrs Jenny English

2026/100 To receive and accept apologies for absence

Cllr Arthur Kidd

Accepted

2026/101 To accept declarations of interest from members on any items on the agenda

None

2026/102 To approve the minutes of the extraordinary meeting of Briston Parish Council held on 23 June 2026

Proposed Cllr Lampard, seconded Cllr Wing

Approved

2026/103 To invite public participation including reports from the County Councillor, District Councillor and SNT representative

County Cllr Andrew Brown gave his report. The main points were that no developer has come forward to build round the Astley School. North Norfolk District Council (NNDC) has made a second call for building sites and there is a consultation on what should be in the local plan. Nothing has been heard about developments at Manor Farm.

District Cllr Andrew Fletcher reported that he had a brief conversation with Tim Adams, leader of NNDC about local government reorganisation. South Norfolk District Council is taking the government to court over this but he feels it has very little chance of winning. Reform is lobbying for a single council and it is very keen on a Mayor. Cllr Fletcher has had a meeting with Anglian Water to see if it has any influence with regard to the water supply for new developments. Anglian Water is proposing a desalination scheme which would be ready in 2038. Cllr Fletcher is also contacting NNDC to see if there is any funding for the replacement swings on the recreation ground. He is also applying to the National Lottery for a grant, on behalf of the Higginbottom Recreational Charity. With regard to the wall, which is causing concerns at Manor Farm, NNDC has been down to inspect and has contacted the contractor about this. The building is due to be repaired. Cllr Fletcher congratulated all those involved in the Gala and said it was as brilliant as usual and a credit to the village.

Cllr Gray asked about the bus stop in The Lane as there is one on one side of the road but not on the other. Cllr Fletcher will ask Sanders about this.

Cllr Wing asked about waste food caddies. Cllr Fletcher said these are due next year and to enable these to be collected the waste collections may have to be rescheduled.
There were no questions or comments from members of the public

2026/104 To discuss matters arising from the minutes of the Briston Parish Council meeting held on Monday 8 June 2026 and the extraordinary meeting held on Monday 23 June 2026

The clerk will chase the contractor with regard to the tree work on Garden Close
It was reported that allotment 2 on the Poors has an old shed in the hedge. The clerk will write to the tenant asking for it to be removed.

2026/105 To receive and comment on the following planning application and any more which may be received:

Erection of a stand-alone ground-mounted solar photovoltaic array with associated inverter and battery storage to serve the existing dwellinghouse

Old Nursery Farm, Fakenham Road, Briston, Melton Constable, Norfolk NR24 2HJ

It was decided to support this application

2026/106 To formulate any views on the following planning consultation:

The erection of 6 new poultry buildings and associated development, including a general purpose block, pump room, substation, switch room, changing unit, welfare block, feed silos, a water tank, propane gas cylinders, air scrubbers, heat exchangers, a new access road, drainage works and associated infrastructure and works

Land at Shrubbs Farm, Edgefield Road, Edgefield, Melton Constable, Norfolk, NR24 2AT.

Please note these is a re-consultation as there are new plans and submissions

Cllr Fletcher reported that this development is on the Plumstead Road which is the far side of Edgefield away from Briston and should not affect Briston. It was decided not to make any further comments.

2026/107 To receive information on a new provisional TPO on land at Woodland Lane, Briston, Norfolk
Information was presented to the meeting.

2026/108 To discuss the proposal and formulate comments regarding the proposed changes to the catchment area of Corpusty Primary School and how it may affect the Astley Primary School

Cllr Fletcher said that Corpusty Primary School was now closed and in September would open as a special needs school. The pupils would be transferred to Reepham Primary School and the Astley. Corpusty was divided into two catchment areas with the most populated area going to Reepham. After discussion it was decided that the parish council would make an observation about the school population growing especially in regard to further planning proposals for Briston.

2026/109 To discuss and approve a request from Mrs Jean Morrissey asking for permission to shingle a grassed area behind their builders yard, located at the end of the grey shed.

It was decided to get in touch with TOP Garden Services to ask them to cut this piece of grass. The clerk will write to Mrs Morrissey explaining that the parish council will cut this.

2026/110 To receive a report from the Gala committee

Cllr Mrs Kidd reported that it was most successful and she thought that more people stayed on in the evening and it was a very good day. The event made a profit of £1,241.84. The Gala Ball will be on 17 October. The meeting congratulated Cllr Mrs Kidd on such a successful Gala.

2026/111 To discuss and approve and select members for the Firework committee

The following people were selected for the Firework committee: Cllr Mrs Kidd, Cllr Lampard, Cllr Gray and Mr Girling. They will arrange the first meeting. Lawnwise has been contacted with regard to the firework display. It was asked if they could provide quieter fireworks this year as some people and children were upset by the noise last year. The bonfire will be smaller than last year. The committee will see if reseeding work on the bonfire site can start in December. Cllr Wing will provide a guy.

2026/112 To receive an update on the Speedwatch Group

Training will take place on 24 July after which the group becomes operational. The designated areas for Briston are; Hall Street, The Lane and the Fakenham Road. At present the group consists of six volunteers.

2026/113 To receive a report on the failure of some of the repairs to the pump track and decide on a course of action to repair these

It was decided that cracks between the pieces of the track needed to be filled urgently but repairs where the surface has come away could wait until the schools go back in September.

2026/114 To receive a report from the Personnel committee, which met on 23 June 2026

The committee was appointed and the terms of reference agreed and adopted. During the private session a course of action was agreed upon and put in place.

2026/115 To receive information on future financial reporting including a three monthly report showing spend against proposed and the cashbook

Agreed that the three monthly reports would be presented in July, October, January, and April for the financial year. It there is major spend the cashbook will be published on the website.

2026/116 To approve applying for a debit card for the parish council current bank account and agree on signatories

The following was proposed: one debit card and any of the four signatories for the bank account can use it. These are: Cllrs Davies, Mrs Kidd, Lampard and Jenny English, the clerk. The limit to be £500.

Proposed Cllr Mrs Ava Graves, seconded Cllr Nutkins

Approved

2026/117 To receive information on the bank accounts for the Gala and Fireworks events

The clerk reported that there are two dormant bank accounts. One will be used for the Gala and one for the Firework event.

2026/118 To receive the reconciliations and bank statements for the financial year 1 April 2025 to 31 March 2026

The clerk presented the monthly bank accounts and reconciliations for the financial year 2025/2026 showing that each one had been approved and signed by the council on the month it had been presented to the council.

2026/119 To approve the Annual Governance Statement 2025/26

Proposed for approval by Cllr Mrs Kidd. Seconded by Cllr Nutkins

Approved

2026/120 To approve the Accounting Statements 2025/26

Proposed for approval by Cllr Mrs Kidd. Seconded by Cllr Nutkins

Approved

2026/121 To approve the Summary Receipts and Payments for Year Ended 31 March 2026

Proposed for approval by Cllr Mrs Kidd. Seconded by Cllr Nutkins

Approved

2026/122 To receive and approve the statement of electors rights

Proposed for approval by Cllr Mrs Kidd. Seconded by Cllr Nutkins

Approved

2026/123 To approve the bank statement for June and the payments for July

Proposed Cllr Gray. Seconded Cllr Lampard

Approved

Bank Statement 30 May – 29 Jun 2026

Date	Description	Money out £	Money in £	Balance £
30 May	Start balance			30,695.78
9 June	BACS Copeman Centre Hall Hire May	15.00		30,680.78

9 June	BACS Payroll May	25.00		30,655.78
9 June	BACS Higginbottom – electricity repayment	61.23		30,594.55
9 June	BACS Cartridge Save Ltd	69.92		30,524.63
9 June	BACS Blyth & Wright – monthly bill	89.48		30,435.15
9 June	BACS Higginbottom – office rent May	100.00		30,335.15
9 June	BACS Viking – stationery	128.56		30,206.59
9 June	BACS Internal audit	210.00		29,996.59
9 June	BACS HMRC	414.75		29,581.84
9 June	BACS TOP Grass Cutting	1,303.20		28,278.64
9 June	BACS Arthur J Gallagher – insurance renewal	5,574.79		22,703.85
16 June	DD Edf Energy – village green power	18.90		22,684.95
22 June	DC J Davies – Gala auction cards		613.45	23,298.40
22 June	Deposit – Gala		1,721.75	25,020.15
23 June	DD BT	64.74		24,955.41
23 June	DC – L Kidd Gala Ice Cream van		25.00	24,980.41
24 Jun	DC V Cooke – Gala Chick N Collect		50.00	25,030.41
25 June	DC – Gala donation		150.00	25,180.41
29 June	SO Handyman – salary June	668.52		24,511.89
29 June	SO Clerk – salary June	1,004.60		23,507.29
29 June	Balance carried forward			23,507.29
	Total payments/receipts	9,748.69	2,560.20	

Payments July

	£
Higginbottom Recreational Charity repay electricity Jan to Mar	316.00
Copeman Centre	15.00
National Allotment Society subs	84.00
St John Ambulance Gala	278.40
Tim Staff work on pump track	192.75
Higginbottom Recreational Charity hire of office June	100.00
Anglian Water Poors allotments Mar to June	34.15
Amazon Bin Bags Gala repay J Davies	21.99
Amazon temporary fencing Gala repay J Davies	26.99
Amazon fencing stakes, pins and barrier mesh Gala repay J Davies	16.43
TT Jones Street light maintenance Jul – Aug – Sep	163.19
CT Baker Macadam Church Street Car Park	91.20
CartridgeSave compatible Epson Ink	68.48
Anglian Water Stone Road Mar to June	24.37
HMRC June	414.75
MAE Bookkeeping payroll June	25.00
Top grass cutting June	1,954.80
Viking bin sacks and cleaning materials	228.31
J English salary June SO	1,004.60
T Staff salary June SO	668.52
BT June DD	64.74

2026/124 To receive a report from the Higginbottom Recreational Charity

It was reported that bookings for the Briston Pavilion were a little slow but it was thought that this was because it was the holiday season. Quotations had been received for the replacement heating in the main hall and a contractor will be selected as soon as possible so that work can be carried out during the summer. It has been decided to put a poster on Facebook advertising the facilities at the Briston Pavilion and how they can be hired.

Replacement swings are being sourced for the play area and the possibility of a grant is being investigated.

2026/125 To receive a report from the Copeman Centre

Cllr Lampard reported that the fire doors to the Nursery have now been fixed. Work has been started at the front of the building to clear away weeds and rubbish and the back area will be started on next week. It has been decided to ask Scribe for a presentation of their finance package to see if it is suitable for the Copeman Centre.

The website is very out of date and Josh.biz has been contacted for costings and ideas on how this can be updated.

A new latch has been put on the disabled toilet to make sure it stays shut.

Bookings are quiet at the moment.

2026/126 To invite public participation

None

2026/127 Any other business – please note this is for discussion only. No decisions can be taken under this item

Cllr Gray asked if there is a way of avoiding cutting the grass in the hot weather.

The clerk read an email from a resident of Plantation Hill saying they were no longer able to look after the shrubs on the open space off Wellington Road. Cllr Nutkins will have a look at these.

The handyman will be asked to trim down the Hills area on the Village Green to enable the fence to be mended.

Cllr Mrs Kidd reported that the recent yard sales had made a profit of £287.70. This money will be donated to the junior football team.

It was reported that Martyns Law will not affect the Briston Pavilion as the venue is too small.

Cllr Davies reported that there are still items that need to go on the Parish Council website.

2026/128 Date of next meeting Monday 14 September 2026

The meeting closed at 9.10pm

Signed:

Dated: