

**Minutes of a Meeting of Griston Parish Council
held on Thursday 9th January 2025 at 7:30pm
at
St Peter and St. Pauls Church. Griston.**

Present: Councillors S Barber (Chairman) L Steventon, B Park, K Mace and Mrs Jean Williams, Parish Clerk.
Three members of the public were present.

1. Welcome: The Chairman opened the meeting and welcomed those present.

2. Apologies for absence were received from: Cllr K Heath, Cllr P Lake and District Cllr P Cowen (after the meeting)

3. To declare any Pecuniary Interests: None.

4. To agree the minutes of the meeting held on 10th December 2024. The minutes of the meeting were agreed unanimously and signed by the Chairman.

5. Matters arising from the minutes: Installation of the Dog Bin has been deferred to a later date when the weather is less inclement
Cllr Park had checked the costs of hedge cutting by researching UK Contractor charges.

6. Public Participation: A member of the public asked about work being undertaken in Stan's Walk. Chairman informed the meeting that work is being carried out by Compass Contractors to the sub-station for the prison. Not within the Parish Councils remit. NCC are responsible for Stans Walk

7. Report of County Councillor Claire Bowes. County Cllr Claire Bowes not present.

8. Report of District Councillor Phil Cowen. District Cllr Cowen not present a report has been circulated to all Councillors.

9. Report of Parish Clerk including any correspondence received not previously circulated.

The clerk stated that all correspondence has been forwarded to all Councillors as it arrived. The clerk circulated information from Town and Country Planning which had arrived just before the meeting.

10. Appointment of Parish Clerk: The Chairman informed the meeting that he had circulated notes to the interview panel for the appointment of the new Parish Clerk.

References had been obtained and were positive.

The Clerks start date if the appointment was agreed by all the Councillors would be 01/02/2025.

All Councillors agreed to the proposals from the interview working party.

The Clerk will write a letter offering Elaine Tinsley the post of Parish Clerk and RFO to Griston Parish Council.

The post will be for six hours a week, working from home and wherever Parish Council Meetings are held. Rate of pay will be on national pay scale to be agreed with the Council and the appointee.

11 Planning Applications: None

12. To discuss any further developments re: Eastern Attachments. The Chairman informed the meeting that the Planning Inspector has reinstated the status of the appeal to a full hearing. The hearing will take place on 11th February 2025, the venue has changed to accommodate all those who wish to attend to Watton Sports Centre. John Heath and Cllr. Barber will speak as objectors to the application on behalf of Griston Community Group and Griston Parish Council.

Comments were made about early hours working on the site and delivery lorries parking on the pavements in readiness to deliver their loads early in the mornings.

Pavements are being damaged by the lorries.

13. To discuss Councillor Vacancies. To date there has been no response to the adverts. Boundary changes were discussed could mean that Griston requires fewer councillors if boundaries are changed between Griston and Carbrooke. A discussion with Democratic Services maybe useful to better understand the Boundary Commission proposals

14. To receive feedback on training sessions attended. The Chairman stated that he had attended a Chairmans networking meeting. He found it very useful, there are many common issues which are shared.

15. To receive updates on the Neighbourhood Plan. The Chairman stated he had met with Mr D'Arcy the Neighbourhood Planning Officer and spoken to local parish councils. Funding applications close on 31/01/2025. Funding applies to the end of the financial year. Ongoing support and assistance is offered through the writing process of the plan. Much discussion took place about the fact that Griston is described as a pocket of deprivation. Councillors agreed unanimously, that an application for funding should be made. **Action: Chair to make the application.**

16. To receive updates on the Neighbourhood Watch Scheme. Nothing to report currently.

17. To approve the updated Policies

- a. Revised Clerks Contract.
- b. Revised Job Description for the Clerk.
- c. Policy 002 Asset Register and Disposal.
- d. Policy 003 Expenses.
- e. Policy 004 Disciplinary.
- f. Policy 005 Health and Safety.
- g. Policy 006 Equality.

The policies were accepted by all Councillors present.

18. To review the Two Year Development Plan. This item was deferred to the March meeting.

19. To agree and set dates for future Parish Council Meetings. Dates set and agreed by all present 13th February 2025 and 13th March 2025. Further dates to be decided at the March meeting.

20. To discuss and decide on a celebration for VE Day 2025. The Chairman proposed a celebration to commemorate the 80th Anniversary of D Day. Council have unfortunately missed the funding application date. Discussion included the form the celebration would take: ideas were, a Village Picnic, bring your own food and enjoy the company of others. A Tractor Run which could be held in conjunction with the picnic could include vintage wartime vehicles. A display of the Archive Group information. Date agreed as Saturday 10th June 2025 or Sunday 11th June 2025.

21. To receive reports on Meetings with Breckland District Council.

- i. Local plan designation for Coughtrey Site: The Chairman stated that this item has been discussed but it is currently unallocated. Breckland would like it to be an employment area.
- ii. Neighbourhood Plan designation. Local Plan is still on hold, looking at facilities in the village. Currently in the lower hierarchy which is a Parish or Village.
- iii. Boundary Commission review of Griston Wards. This is part of the neighbourhood plan; a report will be made after a meeting with Democratic Services

22. To agree the Precept Request: The Clerk had presented the budget proposal at the last Parish Council Meeting which had been agreed by all the Councillors present. The precept request of £27,780.00 was agreed. **ACTION: Clerk to send precept request into Breckland Financial Services by 24th January 2025**

23. To receive the Finance Report and agree payment of expenditure incurred in the last month.
The Clerk gave a report to Councillors. Outstanding payments were:

Hire of Caston Village Hall £20.00
Clerks unclaimed hours £74.92

Balance of Account 20447685 on 09/01/2025 £ 5,824.78

Balance of Savings Account 20447698 on 09/01/2025 £27,744.39

24. Public Participation (10 Minutes) A resident spoke about the condition of pavement on Church Road, it is broken from lorries parking. It is the responsibility of Norfolk County Council and requires reporting.

The building site on Church Road being developed by Norfolk Developments, Planning Permission has now lapsed.

25. Any other relevant business not included in this agenda. The manhole cover at the top of Church Road has dropped further and is a danger to pedestrians and vehicular traffic, requires reporting.

26. Items for the next agenda. John Ashdown would like to attend the meeting to discuss the Playground Inspection report form.

27. To confirm the date for the next Parish Council Meeting as 13th February 2025

Signed Chairman

Date.....