

DRAFT ONLY
Minutes of a Meeting of Griston Parish Council
held on Thursday 8th April 2025 at 7:30pm
at
St Peter and St. Pauls Church. Griston.

In Attendance: Cllr L Steventon (Vice Chairman), Cllr B Park, Cllr K Mace & Cllr K Heath

Present: Mrs E Tinsley (Clerk) plus District Cllr Phil Cowen.

1. **Welcome:** The Vice Chairman opened the meeting and welcomed those present.
2. **Apologies for absence were received from:** Cllr P Lake, Cllr S Barber (Chairman) & County Cllr Claire Bowes
3. **To declare any Pecuniary Interests:** None were noted.
4. **To agree the Minutes of the meeting held on 13th March 2025** - these were agreed and signed by the Vice Chairman. Proposer: Cllr Mace, seconder: Cllr Park
5. **Matters arising from the minutes not included in this agenda** – None were noted.
6. **Public Participation (10 minutes)** – no members of the public were present.
7. **Report by County Councillor Claire Bowes** – none received. **Report by District Cllr Phil Cowen** – Cllr Cowen said Breckland is mandated by government to deliver 903 houses year on year and this represents a 40% uplift on previous advisory requirements. As a result discussions are being arranged with all parishes to ascertain how and where these additional numbers can be accommodated. Parishes will be grouped for the purpose of these discussions and all are encouraged to attend when the sessions are identified.

He has been working closely with authorities across Norfolk (and Suffolk) on plans and a response to the Government on LGR, this has been supported substantially by independent advice and evidence from Deloitte. This has resulted in a submission to MHCLG that supports a three Unitary proposal for Norfolk. This proposal has been endorsed by all the district councils in Norfolk except South Norfolk and key points relating to the three Unitary proposal include:

- The importance of local place identity, and keeping local services local
- The opportunities for service delivery by better joining work together, and focusing on prevention and early intervention
- The independently assessed "best" way forward for Norfolk, based on three new unitary councils replacing the existing seven district councils and county council
- The risks of a large "single" unitary council in Norfolk, particularly around its remoteness and risks to service delivery

The next published LGR deadline is submission of a detailed plan for Norfolk by 26th September, however it is anticipated that there will be substantial local engagement and work over the next few months to inform this. Despite the added burden relating to the Council, all officers are focussed on delivering the range of statutory and discretionary services that Breckland provides to its residents and businesses.

In order to get maximum traction behind these proposals and to elicit views the parishes, individuals and business are encouraged to take part in the survey that has been set up at <https://www.future-east.co.uk>. District Cllr Cowen asked whether there had been any progress with regard to the Griston boundary and Cllr Steventon confirmed this was on the "back burner" following a meeting at the Council. District Cllr Cowen thanked the meeting for their time and then left.

8. **Report of the Parish Clerk including any correspondence not previously circulated** – all correspondence had been circulated. Due to the Clerk's pending leave date, she asked which auditor was to be used. She confirmed the accounts had been finalised and were ready to go to the auditor the next day. The Councillors all agreed she should write a letter of thanks to the previous auditor and the arrangements were to continue as previously agreed **ACTION: Clerk**
9. **To discuss Planning Applications** – PL/2025/0148/FMIN – Cllr Steventon confirmed Cllr Barber had looked at the plans and circulated his report to the Councillors and no further action was required.
10. **To discuss any further development re. Eastern Attachments** – Cllr Steventon and Cllr Heath reported a very long meeting on 8th April with the Planning Inspector, which was not conclusive and was to be continued on Wednesday 9th April. Any decision would be reported back at the May meeting.
11. **To receive updates on the Neighbourhood Watch Scheme** – Cllr Heath confirmed that the Neighbourhood Signs were now in place – on the road from the 1075, on the side road, in Meadow Close, on Church Road (near the Equestrian site), in the park, on Manor Road, which left 3. 1 was to be placed in Bramley Lane, 1 was to be passed to the Chair, which 1 remaining in stock. Posters were to be produced and advertised encouraging residents to join.
12. **To receive updates on the Neighbourhood Plan** – Cllr Steventon reported still no news on central government funding for 2025/26 – but is due to be announced 26.04.25.
13. **To discuss the Bench at the top of Church Road** – Cllr Steventon reported no update, other than the prison workshops have received the materials.
14. **To confirm the celebration for VE Day 2025 and the form it will take** – Cllr Park reported that there would be a display in the church on 10.05.25. The PCC had managed to obtain a grant of £250 for this display. There was a general discussion around what the VE Day celebration may look like for the Parish Council and the request from a resident to hold a village sale and it was decided to defer to the next meeting – Proposer: Cllr Steventon, Seconder: Cllr Heath and unanimously agreed.
15. **To discuss the report form for Playground Inspections** – Cllr Steventon reported the new form for playground inspections had been given to the inspector and it had been agreed the inspections would take place weekly going forward. There was general discussion about how the inspection forms would be received and stored and it was agreed this should be dealt with by Cllr Barber **ACTION: Cllr Barber**
16. **To discuss review of the MoJ lease (to include the Deed of Dedication for Recreation Field)** – Cllr Steventon reported the Lease had been interrogated by Cllr Barber and his report had been circulated to the Councillors for discussion. Cllr Park questioned why this was necessary and it was discussed and agreed that all Councillors should receive a copy of the Lease. **ACTION: Clerk**
17. **To discuss report on SAM2** – Cllr Barber to report on the location and obtain the report from the camera going forward **ACTION: Cllr Barber**
18. **To discuss the replacement jungle walk** – Cllr Steventon reported that the jungle walk was to be replaced on 1st May. Cllr Barber to be present on the day and position notices two weeks prior to ensure residents were aware that the recreation ground would be closed for the day **ACTION: Cllr Barber**
19. **To confirm tenders for Grounds Maintenance** – Cllr Steventon opened a discussion on the Tenders received for the grounds maintenance, as previously circulated, and it was unanimously agreed that TTSR should be given the contract – Proposer: Cllr Mace, Seconder: Cllr Park
20. **To discuss potential trial move from church to prison for meetings** – A discussion took place regarding the trial move from the church to the prison for meetings and it was decided to defer the decision until the Chair was back – Proposer: Cllr Park, Seconder: Cllr Mace and unanimously agreed.

- 21. To discuss new Electricity supplier** – Following Cllr Barber's circulated information showing a 45% saving on electricity charges for a move from NPower to Tomato, the meeting unanimously agreed to the change
Proposer: Cllr Steventon, Seconder Cllr Heath **ACTION: Cllr Barber**. Cllr Heath also mentioned a street light was flickering along Church Road and asked the Clerk to report **ACTION: Clerk**
- 22. To discuss insurance renewal** – Cllr Steventon reported that the forms had been completed and sent out to three potential insurers and their prices were pending **ACTION: Cllr Barber**
- 23. To receive report from NPTS Spring Seminar** – There was nothing further to report on this as Cllr Barber's notes had previously been circulated.
- 24. To receive the Finance Report and agree payment of expenditure incurred in the last month** – The finance report was circulated and all payments (as below) agreed. Proposer: Cllr Heath, Seconder: Cllr Park. The Clerk also brought the meeting's attention to the accounts which had been prepared for the 2024/25 year – she pointed out the numerous over budgeted/under spent items, resulting in a saving against budget of over £10,000. The discrepancy showing of £1,480.22 was because the VAT had not been reclaimed yet for the year – the closing balance in the bank accounts showed a credit of £31,192.61. She confirmed the accounts had all been finalised, the VAT report completed, although not submitted, but everything was ready for the next Clerk. She also brought to the meeting's attention the successful bid from the Parish Partnership scheme for £1,323.53 against the purchase of field gates, which must be used during the 2025/26 year and the acceptance form must be signed and returned. This was to be deferred to the next meeting when the Chair was present. **ACTION: Cllr Barber**

DATE	PAYMENTS	PAID OUT
	Clerk - final salary	£206.48
	PAYE	£82.40
	Auditor - R Cranwell	£30.00

- 25. Public Participation (10 minutes)** – No members of the public present
- 26. Any other relevant business not included on this agenda** – Cllr Steventon tabled the need for a new Clerk/RFO. Cllr Barber had indicated his agreement to step into the RFO role in the interim before a new Clerk could be located and NPTS would be assigned the task to provide a locum Clerk to take the Minutes. This plan was unanimously agreed.
- 27. Items for the next Agenda** – None were tabled.
- 28. To confirm the date of the next meeting as Tuesday 13th May 2025 and the AGM was agreed to be held in June.**

Meeting closed at 8.56pm