

GRISTON PARISH COUNCIL

LOCUM CLERK: Lolly Dawson

Email: gristonclerk@gmail.com

Minutes of the Parish Council meeting held at St Peter and St Paul's Church, Griston On Tuesday 8th July 2025 at 7:30pm

In attendance: Katrina Heath, Keith Mace, Bridget Park & Lee Stevenson (Chair).

Members of the public: 3

Locum Clerk: Miss L Dawson

1. Apologies for absence

Apologies were accepted for Cllrs Pete Lake, Shane Barber due to alternative commitments.

2. Pecuniary interests or dispensations.

- a. None.
- b. Councillors Registers of Interest Forms, Councillors are to submit any changes to Breckland District Council.

3. Minutes

The minutes of the meeting held on 17th June 2025 were APPROVED as a true and correct record of the meeting and signed by the Chair.

4. Matters arising from previous minutes, and consider any further actions

- a. The bench at the top of church Road, has been installed, it was AGREED to send a letter of thanks to the carpentry team at Wayland Prison for the bench. Clerk to query as to whether the bench has been treated or need to be.
- b. National Lottery Monkey Challenge application, to be submitted.
- c. Noticeboard project, next meeting.
- d. Parish Council mobile phone, to be set-up.
- e. Unity bank account update. Cllr Bridget Park has access. Cllrs Shane Barber and Katrina Heath to be added as signatories. Outstanding payments have now been processed.
- f. Gov.uk website & email migration. Clerk to source quote from RLS computers, next meeting.

5. Public Participation (10 minutes)

- a. County Councillor Claire Bowes, no report provided.
- b. District Councillor Phil Cowen, no report provided.
- c. Member of the public reported that Breckland Environmental Health & Licensing have responded and served abatement notices (2- one for odour and one for noise) under the Environmental Protection Act 1990 on Eastern Attachments Ltd. Also, the Planning Inspectorate appeal decision from the hearing of appeal ref: APP/F2605/W/24/3351737 Coughtrey Industrial Estates (Units 1 - 17), Church Road, Griston, Norfolk, IP25 6QB, has been dismissed.

6. Planning

- a. Consultee responses to planning applications received from Breckland District Council prior to the meeting date.
 - i. None received.
- b. Notification of decisions taken by Breckland District Council.

- i. None received.
- c. Update on the Neighbourhood Development Plan, there is no funding available from Locality, Breckland may have some available, Clerk to contact.

7. Financial Update

- a. An up-to-date bank reconciliation & Accounts Update were received.

Financial year ending 31 March 2026			
Prepared by: Lolly Dawson	Date: 8/7/25		
Balance per bank statements as at 1st April 2025			
Unity Account 20447685	£	4,274.57	
Unity Account 20447698	£	26,918.04	
Bank Balance @ 1st April 2025			£ 31,192.61
Add cashbook Receipts	£	14,047.45	
Minus Cashbook Payments	£	6,720.74	
Cashbook Balance at 8th July 2025			£ 38,519.32
Plus Payments no yet processed	£	5,915.23	
			£ 44,434.55
Unity Account 20447685	£	17,359.06	
Unity Account 20447698	£	27,075.49	
Bank Balance @ 30th June 2025			£ 44,434.55
Difference between cashbook and bank statement			£ -

- b. The payments and receipts, as presented were APPROVED, PROPOSED Cllr Katrina Heath, seconded Cllr Bridget Park.

Company	Description	Net	Vat	Gross
Miss Lolly Dawson	Month 3 June 2025 staff Costs	£250.00	£0.00	£250.00
Miss Lolly Dawson	Month 4 July 2025	TBC		
Westcotec	New cable	£60.00	£12.00	£72.00
Unity	Service Charge 30.4.25	£6.00	£0.00	£6.00
Unity	Service Charge 31.5.25	£6.00	£0.00	£6.00
Unity	Service Charge 31.6.25	£6.00	£0.00	£6.00
CAS	Annual Insurance	£588.28	£0.00	£588.28
TTSR	Grass-cutting INV 2 of 4	£758.40	£151.68	£910.08
Pearce & Kemp	Streetlight Maintenance	£182.16	£36.43	£218.59
INCOME				
Unity Bank	Interest 30.06.25	£157.45	£0.00	£157.45

8. Policies and administration

- a. Policy review in progress, next meeting.

9. Village Matters

- a. Streetlights
 - i. Streetlight electricity contract, it was AGREED for three quotes to be sourced and brought to the next meeting for consideration.
- b. Playground
 - i. No Playground Inspections reports received.

1. The nest swing and climbing tower have been fenced as deemed unsafe by the annual inspector. It was AGREED to keep the heras fencing in place for safety. Contractors to be contacted for potential replacements and proposed costs.
- ii. Other updates on the play area, none.
- c. It was AGREED that a tree survey on all Parish Council land is required, it was APPROVED for three quotes to be sourced to survey the recreation ground and land adjacent and best value to be instructed, within maximum budget of £400.00.
- d. An update on the proposed VJ Day picnic in the park event was received it was AGREED not to go ahead with the event on 30th August 2025 as no entertainment can be sourced with short notice. Council to instead begin to plan an events calendar moving forwards, including a Spring/Summer event 2026.

10. Public Participation

No comments.

11. Items for the next agenda

- a. Send items to the Clerk prior to the next meeting.

12. Date of the next meetings

- a. Tuesday 9th September 2025
- b. Tuesday 14th October 2025

It was RESOLVED to exclude the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960 during the following item due to the confidential nature.

13. Staffing

- a. Applicants for the role of Parish Clerk & RFO were RECEIVED it was AGREED for the Staffing Committee to arrange interviews with applicants, locum Clerk L Dawson to attend.
- b. The terms were considered, it was AGREED to increase hours from 6 to 8 per week, as monthly meetings are to continue.

Meeting Closed: 20:44

Signed:

Dated: