

**Minutes of a Meeting of Griston Parish Council
held on Thursday 13th March 2025 at 7:30pm
at
St Peter and St. Pauls Church. Griston.**

In Attendance: Councillor S Barber (Chairman) Cllr L Steventon, Cllr B Park, Cllr K Mace, Cllr P Lake
Present: Mrs E Tinsley (Clerk) plus three members of the public.

1. **Welcome:** The Chairman opened the meeting and welcomed those present.
2. **Apologies for absence were received from:** Cllr K Heath & County Cllr Claire Bowes
3. **To declare any Pecuniary Interests:** None were noted.
4. **To agree the Minutes of the meeting held on 13^h February 2025** - these were agreed and signed by The Chairman, following one small amendment – Items 21 should show Cllr Park as being part of the action party for the Standing Orders review, rather than Cllr Heath.
5. **Matters arising from the minutes not included in this agenda –**
 - Cllr Park requested that a letter be sent to the previous auditor to thank her for her services over the past years **ACTION: Clerk**
 - Cllr Barber had a few items:
 - i. There was a need for document reviews of the Standing Orders / Finance Policy / Code of Conduct / MofJ lease and Insurance.
 - ii. He had met with the Democratic Services at the Council about the Parish Boundary and how these are generally influenced by members of the public
 - iii. He had attended the Chairs Webinar which talked at length about Devolution
 - iv. He will be attending the NPTS Spring Seminar next week
 - v. Cllr Barber, Cllr Stevenson and Cllr Park had all attended a meeting at the prison and the possible re-location for meetings, which would be discussed later at this meeting.
 - vi. Cllr Lake and Cllr Barber had installed the dog bin at Carbrooke Road entrance and Breckland had been notified to commence an emptying cycle.
6. **Public Participation (10 minutes)** – a member of the public reported that the road surface on Thompson Road outside the prison entrance had not been repaired. Cllr Steventon advised this had previously been reported to Highways, but deemed not sufficiently damaged to need repair, however, it would be reported again **ACTION: Clerk.**

Another member of the public reported that at the February meeting it had been declared no decision had previously been made about the siting of a dog agility course. However, she directed the meeting to the Minutes from the 10th December 2024, Item 21, which stated the Councillors had “Resolved that a Dog Agility circuit would be built on the Parish Councils piece of land”. The Chair said this was to be discussed later in the meeting, the previous consultations with the residents were to be located and studied and also the sensory garden idea needed further consideration to ensure this was set up correctly, with the correct maintenance and access requirements.
7. **Report by County Councillor Claire Bowes** – this had been received late, but circulated to all Councillors before the meeting.
8. **Report by District Councillor Phil Cowen** – None.
9. **Report by Cllr Park on Wayland Partnership – As below**

“The Partnership has let all the rooms at *Wayland House*. They are letting one room free for a trial period to the Citizens Advice Bureau as they feel there is a need for this in Watton. The free trial will allow the CAB to evaluate the need in order to make a grant funding application - CAB will be operating from this week. *BOOST* meetings for young people not in education or training are held weekly but the take up is not great. Volunteers are needed for the *Dragonfly Gallery*.

The *Mens Shed* has almost 100 members. They meet on Monday and Wednesday, there are various activities including a woodwork workshop, computer recycling, music, board games, cards and a Shanty Group. They also have a number of outings. The *Memory Café* for people living with dementia and their carers is almost at capacity with 46 people. They meet twice a month. Meetings start with a cup of tea or coffee then there is an activity for those with dementia while their carers go off to meet with support organisations who can help with form filling etc. Both *Mens Shed* and *Memory Café* were started by the Partnership. *Ashill* and *Saham* reported there was to be a meeting at Ashill on Tuesday regarding the proposed very large solar farm that will affect both villages. *Thompson* the Sunday morning Classic Car meet up at the Community Hall will be starting again on 1st April and will be the first Sunday of each month 10-1. Bacon Rolls and drinks will be available. Last year they had around 90 cars on one morning. *Watton Town Council* – daffodil bulbs planted along Church Walk had been destroyed, very disheartening. The number of Market Stalls has increased. *Wayland Chamber of Commerce* – the *Wayland Directory* is being prepared and should be ready for delivery in April. There will be a Jobs Fair at the Queens Hall on 20th June 10-1. *U3A* has closed due to not enough members to make it viable. *Watton & Saham Toney Flood Action Group/Reclaim the Rain* – Liz Witcher is standing down, but the Town & Parish Councils are taking over the Group.”

10. **Report of the Parish Clerk including any correspondence not previously circulated** – none
11. **To discuss Planning Applications** – An amendment had been received to the planning application by the prison for netting. This would be viewed at the Council officers by The Chair. **ACTION: The Chair**
12. **To discuss any further development re. Eastern Attachments** – Cllr Steventon is to attend the Appeal on Tuesday 8th April on behalf of the Parish Council. A member of the public reported that equipment had been sited to measure noise pollution and feedback was expected. He also advised that any smells must be reported to Breckland.
13. **To receive updates on the Neighbourhood Watch Scheme** – still waiting confirmation for sign siting.
14. **To receive updates on the Neighbourhood Plan** – The Chair reported that consultants were been assembled and grants awaited.
15. **To discuss the Bench at the top of Church Road** – The timber has been ordered for the prison workshop to make the bench and the Parish Council look forward to receiving this. A discussion took place about possible additional benches around the recreation ground and Parish Council site and would be discussed at the Greener Growth meeting which was pending.
16. **To confirm the celebration for VE Day 2025 and the form it will take** – a discussion took place about the merits of VE Day (8 May) and VJ Day (15 August) celebration and whether a celebration mid-date would be more weather appropriate for a celebration in the Recreation Ground. A member of the public offered to display three of his wartime vehicles to reflect the theme - further discussion required.
17. **To discuss the report form for Playground Inspections** – The Chair reported meeting with the inspector and it was agreed a page was missing from his report form. Playdale had been contacted and all equipment details had now been received. A new form would be tabled at the next meeting.
18. **To discuss tenders for Grounds Maintenance** – The Chair reported we were mid tender process which closes on 21st March and confirmed a tender would be in place ready for a first cut in April.

- 19. To receive the Finance Report and agree payment of expenditure incurred in the last month** – The finance report was circulated and all payments agreed.

Opening Balance	£4,631.75
19.02.25 – N Power	£118.46
28.02.25 – URM	£9.00
28.02.25 – Service Charge	£6.00
07.03.25 – Playdale – spring	£470.26
	£4,028.03 Current Balance
Payments Due	
31.01.25 – Clerk Handover hours & travel	£116.05
28.02.25 – Clerk Salary – February	£330.56
28.02.25 – HMRC – PAYE	£82.40
04.03.25 – Playdale – 50% Jungle Walk	£2,493.86
03.03.25 – NPTS – Subscription 2025/26	£277.80
24.02.25 – NPTS – Spring Seminar – S Barber	£56.00
Balance after due Payment	£671.36
Deposit Account Balance – 13.03.25	£27,744.39

- 20. Public Participation (10 minutes)** – A member of the public requested an update on the previous request concerning the van on the Old Prison Officers' Mess carpark – the Clerk confirmed the owner had been sent a letter, but no response had been received.

Another member of the public wondered whether the proposed benches around the recreation ground may be suitable for plaques and possible sponsorship? This possibility would be developed when the supplier of the benches was finalised. Cllr Lake confirmed he would be able to chamfer the edge of the bench on the Parish Council site **ACTION: Cllr Lake**

- 21. Any other relevant business not included on this agenda** – The Chair reported that all signage at the Recreation Ground had been cleaned during the past month.
- The Chair reported the delivery of the dog agility tunnel to the Recreation Ground which had been secured following a concern raised from a member of the public with children rolling it around. What was to be done with it? A variety of options were tabled and it was decided that the tunnel would remain where it was at present and The Chair and Cllr Lake would chamfer the sharp edge and small broken edge and then append a bumper for protection – this was to be completed weekend 15/06.03.25. Then shortly after, this would be re-located into a mound to replace the previous tunnel which had disintegrated and been removed. **ACTION; The Chair & Cllr Lake.**
 - **Playdale** had been requested to install the replacement Jungle Walk and a proposed installation date of Saturday 12th April was given. As this was mid-Easter and the Recreation Ground would need to be closed for the day, it was decided to postpone to a later date **ACTION: The Chair**
 - **Risk Assessments** – Playdale to be contacted to send risk assessments for all the play equipment **ACTION: The Clerk.**
 - **Insurance** – Insurance renewal documents had been received, which were to be reviewed and additional quotes requested **ACTION: The Chair.**
 - **NPTS Spring Seminar** – The Chair reported he would be attending the Spring Seminar and had submitted questions for one of the speakers who dealt with insurance for Parish Councils – particularly with regard to cover of the play equipment and the disclaimer on the gates – he would report back next meeting **ACTION: The Chair.**
 - **Zip Wire Spring & Swing Seat Replacement** – The Chair requested help with these tasks and Cllr Park and Cllr Steventon agreed.

- **Work to Orchard** – Cllr Park’s input was requested with regard to the trimming of the apple trees
ACTION: Cllr Park
- **Owl Box** – The Chair was pleased to report residents in the Owl Box.
- **Rota for Agenda Posting on Noticeboards** – Cllr Mace agreed to post future Agendas on the noticeboards and The Chair agreed to post them on the website. **ACTION: The Chair & Cllr Mace**
- **Re-location of the Parish Council Meetings** – The Chair, Cllr Steventon and Cllr Park visited the boardroom at the Prison, as kindly offered by Mr Zachariades at the February meeting, with a view to changing locations for future Parish Council meetings. A discussion took place and a proposal was tabled for the meetings to change location for trial period of 3 months. The vote was split due to the abstention of one Councillor. Therefore, it was decided to re-vote at the next meeting when Cllr Heath would be present in the hope that an agreement could be reached.

22. Items for the next Agenda –

- I. Review of the MoJ Lease, to include the Deed of Dedication for Recreation Field
- II. Report on SAM2 camera – Cllr Lake reported the battery was currently flat.
- III. Apologies were received from Cllr Lake

23. To confirm the date of the next meeting as Wednesday 9th April 2025

Meeting closed at 9.25pm