

Belton with Browston Parish Council Meeting

CHAIR: DAVID MILLS VICE CHAIR: ADRIAN MYERS

Minutes from the Parish Council meeting held on 6th January 2026

At New Road Sport & Leisure Centre

IN ATTENDANCE: D. Mills (Chair), A. Myers (Vice Chair), C. Gay, K. Barber, S. Neal, K. Comer, J. Riseborough, N. Light, K. Ruddock (Parish Clerk) and one member of the public.

The meeting commenced at 7.00pm

PUBLIC SECTION

A member of the public was present at the meeting to discuss the future of the village website and highlighted the importance of retaining a community website which is independent from the parish council website. When the Historial Society information was ported onto the Village Website it took approximately six weeks to complete the process. It is not known how it would work to transfer all the pages from the village website onto the parish council site. An article has been placed in the next edition of the Village Voice to ask if anyone would like to help take on the upkeep of the Village website.

After some discussion it was agreed to arrange a Teams meeting so this matter can be discussed further with Cllrs Myers, Light, the IT Officer from Norfolk ALC, the Clerk and Mr Richmond. It was suggested Mr Richmond prepare a document outlining what he would like to happen to the village website and what his concerns are prior to the meeting.

With no further business the main meeting commenced at 7.15pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllrs Minnis and Greenacre.

2. DECLARATIONS OF INTEREST

All Parish Councillors are Trustees of Belton Playing Field Charity.

Cllr Greenacre – Burgh Castle Parish Council and Belton Poorlands Charity.

Cllr Myers – Norfolk Association of Local Councils

3. ELECTION OF VICE CHAIR

Cllr Light proposed Cllr Myers as Vice Chairman. Cllr Myers confirmed he would be willing to accept the position, seconded Cllr Barber. All in Favour.

4. COUNCILLOR RESIGNATION

The Clerk reported a letter of resignation had been received from Cllr Harrower and the vacancy has been reported to GYBC.

5. MINUTES

Minutes from the meeting held on 02/12/25 had been circulated to all members prior to the meeting. To accept the minutes as a true and accurate record, proposed Cllr Riseborough, seconded Cllr Neal. All in Favour

6. MATTERS ARISING

Cllr Light reported he had placed some new silica gel sachets underneath the lenses of the CCTV cameras and also cleaned the equipment. The footage is now 100% clearer than it was which means new cameras will not be needed at the current time. However it would be advisable to still go ahead and purchase an additional camera for the far end of the building.

Having looked at the potholes/low level land which has now been repaired in the main car park, the area looks greatly improved, just a few small patches need to be filled in which were missed during the works.

7. VILLAGE MAINTENANCE

Cllr Barber reported there are several loose road chippings as you turn left out of New Road onto Bracon Road.

8. PLANNING

Applications where comments had been submitted prior to the meeting

06/25/1012/F 3 Hill Cottages, Lound Road, Browston

Enclosing of existing carport

Belton with Browston Parish Council would like to submit no objections subject to neighbours comments for the above application.

06/25/1043/O James Paget University Hospital Lowestoft Road Gorleston NR31 6LA

- (1) Full planning permission for construction of enabling works for the new James Paget University Hospital to include: site clearance, multi-storey car park, surface level car park, three accesses to Woodfarm Lane, temporary pedestrian path to existing hospital, drainage works and associated infrastructure and landscaping.
- (2) Outline planning permission for the demolition of existing hospital buildings and development of the proposed new James Paget University Hospital (Use Class C2) along with associated ancillary uses and buildings, hospital buildings, temporary construction compound, car parking, energy centre, electrical substation, replacement helipad, associated highway works, landscaping, utilities and infrastructure.

It was agreed to submit no objections subject to neighbours comments for the above application with the comment that the parish council feels assurance is needed that all drainage works will be thoroughly examined and addressed within the application process.

9. ADMINISTRATION & FINANCIAL MATTERS

	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	S. T avaras - New Road deposit returned		£25
BACS	R. Dsouza - New Road deposit returned		£25
BACS	S. Joesph - New Road deposit returned		£25
BACS	C. Calver - New Road deposit returned		£25
DD	BT – broadband /tele	£14.56	£87.38
DD	Lloyds Bank Charges		£7.20
DD	Instant Ink	£2.25	£13.49
DD	Biffa – New Road refuge collections	£19.61	£117.66
DD	SSE - Gas	£15.21	£319.43
DD	Microsoft 365	£1.20	£10.21
BACS	Employment		£5726.37
BACS	K. Gipson – refund New Road items	£26.57	£137.77
BACS	CPS – cleaning items 197.86, chair cleaner 1 week hire 45.00, floor cleaner service 205.15	74.67	£448.01
BACS	GY Heating – annual service of boiler	£35.00	£210.00

BACS	GY Heating – water hammering noise investigation, replace secondary hot water circulating pump, replace blending valves, adapt pipework. Supply and fit new replacement relays for heating controls	£273.48	£1640.88
BACS	Mr B. Richmond – grant awarded for village website hosting fees		£80.00
BACS	K. Ruddock – key fobs		£2.10
BACS	S. Brown – mole pest control		£50.00
BACS	E. Machz - New Road deposit returned		£25.00
BACS	P. Sirracosa - New Road deposit returned		£25.00
BACS	B. Thomas - New Road deposit returned		£25.00
BACS	J. Barnby - New Road deposit returned		£25.00
	Total	£	£9,050.50

Income: New Road Hire £ 2342.49

Allotments : £80

	Council A/C
Lloyds Instant Access Account	£86,084.26
Lloyds Current Account	£ 2,748.36
Total Bank Balance after payments	£88,832.62

To propose payment for the above sheet Cllr Riseborough, seconded Cllr Comer. All in Favour.

Lloyds Bank Short Term Investment It was agreed to reinvest £40,000 on a one year fixed term deposit, the interest rate being 2.04%, which will generate £816 interest. Proposed Cllr Barber, seconded Cllr Comer. All in Favour.

New signatory for PC accounts It was agreed for Cllr Light to be added as signatory for the parish council accounts. Proposed Cllr Neal, seconded Cllr Gay. All in Favour.

10. VILLAGE SIGN

The Clerk reported Mr Mayhew has now repaired the village sign which has been returned and is ready to be put back up by the caretakers. The repair has been completed to a very high standard, the total cost to undertake this work is £120.

11. ASCERTAIN 10 – DIGITAL & DATA COMPLIANCE

Prior to the meeting the clerk had circulated to all members a draft copy of the new IT policy which is required as part of the 2026 audit in relation to digital and data compliance. It was agreed by all members to accept the new policy with no amendments needed. Please note a copy of this policy is appended to and does form part of the minutes.

12. LOCAL GOVERNMENT REORGANISATION

The Government LDR consultation and Nalc survey were discussed by all members.

During the discussion it was agreed by majority to support the two unitary council model, (three Cllrs supported the two unitary council model, two Cllrs supported the three unitary council model and three Cllrs abstained).

The Clerk will therefore complete both the consultation and survey accordingly after the meeting.

13. GRASS CUTTING

It was agreed to defer this item to the next meeting so the clerk can calculate the approximate amount of hours spent by the caretakers during the last grass cutting season to cut and strim each site, a review can then be undertaken.

14. VILLAGE WEBSITE

Following on from the discussion within the public section it was agreed by all members that Cllrs, Myers and Light along with the Clerk and Mr Richmond will attend a Teams meeting with the Nalc IT Officer to discuss issues around the possible transition of porting the village website pages over to the parish council website, and also any other options that may be available to retain the village website running independently from the parish council site.

15. PERSONNEL SUB COMMITTEE

The Clerk had circulated to all members prior to the meeting a draft copy of the personnel sub committee terms of reference. With two amendments made it was agreed by all members to accept the policy.

The Clerk added Cllrs on the HR Committee should not also sit on the Personnel Sub Committee. Cllr Light confirmed he would be willing to sit on the committee and therefore proposed that he along with Cllrs Riseborough and Myers sit on the sub committee. Seconded Cllr Barber. All in Favour.

16. TIME & DATE OF NEXT MEETING

Tuesday 3rd February, 7.00pm at New Road Sport & Leisure Centre

17. INCAMERA RESOLUTION

To consider a resolution to exclude the press and public from the meeting in accordance with the public bodies (admissions to meetings) act 1960.s 1, in order to discuss CCTV

18. CCTV

A number of issues in connection to the CCTV system were discussed including remote access, daily maintenance checks and disconnection of the system. Following discussion Cllrs Light, Comer and Barber were confirmed as the Data Controllers. It was agreed the Data Controllers will keep a written/electronic record when the maintenance checks are carried out on the system, and the Personnel Sub Committee will address the system disconnection.

With no further business the meeting was closed at 8.33pm.